

Sauk River Watershed District

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Regular Meeting

Approved

September 6, 2005

President Hensley called the meeting to order. Managers present: Cook, Hensley, Hermanutz, Kral, Kuseske, Kutter, Mostad, Rettig and Robinson. Others present were Dennis Traulich, Landowner; Gary Walsh, Contractor; Randy Neumann, Todd County Commissioner; Chris Meehan, Wenck Assoc; Jamey Zenzen, Riley Bros; Steve Klein, Barr Engineering; Kurt Deter, Attorney; Julie Klocker, Administrator; Starla Arceneau, Office Administrator.

The Board recited the Pledge of Allegiance.

The proposed agenda was reviewed. A motion was made by Manager Kutter to approve the agenda. Manager Rettig seconded it. The motion passed with all in favor.

The board reviewed the minutes of the August 16th meeting. Manager Kuseske made a motion to approve the August 16th minutes with corrections. Manager Hermanutz seconded it. The motion passed with all in favor.

The board reviewed the treasurer's report. Manager Kral made a motion to approve the treasurer's report comprised of checks 14387 - 14450. Manager Hermanutz seconded it. The motion passed with all in favor.

Manager Hermanutz gave a power-point presentation on alternative drainage ideas he learned at the Ag Drainage Field Day. The board thanked Manager Hermanutz on an informative presentation.

The Personnel Committee will be meeting to review changes to the Employee Handbook. The committee will meet after the meeting to discuss dates to meet with the personnel.

Managers Hermanutz, Kuseske, Mostad and Rettig and Administrator Klocker met prior to the meeting to discuss alternative storage for the weed harvest equipment. Manager Hermanutz made a motion to authorize the attorney to redraft the service contract to be presented at the next regular meeting. Manager Cook seconded it. The motion passed with all in favor with Manager Mostad abstained.

The Weed Harvest Committee also discussed the Big Sauk Lake Association request to attend a meeting in October to give their input on the Sauk Lake Alternative Report, working with the Department of Natural Resources and the counties on next year's permit and assessments.

The regular meeting was recessed for the 2006-2007 budget public hearing. President Hensley asked for public comments. Commissioner Neumann asked what percentage of increase was given for Administration. President Hensley responded that a \$1000 increase was given straight across the board for Administration. After no other public comments Manager Kutter made a motion to close the public hearing. Manager Kuseske seconded it. The motion passed with all in favor. The regular meeting was re-opened. Manager Robinson

made a motion to approve the 2006-2007 budget. Manager Kutter seconded it. The motion passed with all in favor.

Jamey Zenzen from Riley Brothers and Steve Klein from Barr Engineering attended the meeting to discuss a change order to delay construction on the Judicial Ditch 2 Sediment Pond until a minimum of 6" of frost is present in the pond. Manager Cook made a motion to approve the change order to have the Contractor and Engineer's determine the right conditions to resume construction. Manager Rettig seconded it. The motion passed with all in favor.

There was discussion on when the ditch block needs to be removed. Manager Cook made a motion to direct Administrator Klocker and Attorney Deter to work with the ditch authority on a deadline the blocks would need to be pulled. Manager Kutter seconded it. The motion passed with all in favor.

The Summer Tour Committee will be meeting on September 14th at Charles Café to set an outline for next year's tour. The committee will setup a meeting with the staff to go over the outline once finalized.

The board discussed the three remaining parts left to work on the Rules and they are the Drainage Policy, By-Laws and then the Rules. Administrator Klocker will update Attorney Deter on what's remaining to finalize the rules.

Manager Kuseske reported that the Judicial Ditch 1 culvert has been installed. Kuseske also reported that thistles will need to be sprayed on Judicial Ditch 1. Manager Rettig made a motion to approve Manager Kuseske to have the thistles sprayed. Manager Mostad seconded it. The motion passed with all in favor.

President Hensley mentioned that the trees have been removed from the Judicial Ditch 2 outlet.

Administrator Klocker reviewed the upcoming calendar.

The Drainage Inspector's Fall Tour is scheduled for September 19. Administrator Klocker will contact Tom Anderson and let him know that access road into the Judicial Ditch 2 Sediment Pond is not passable.

Administrator Klocker requested vacation on October 24 thru 28.

The board discussed the memo from Administrator Klocker on the research she conducted on educational courses in Management. She indicated that she felt the board had directed her to seek additional training. The Manager's stated that Administrator Klocker was qualified, did not require additional coursework and was performing well. The personnel committee will discuss other opportunities with Administrator Klocker.

Administrator Klocker informed the board that both individual and agency contribution to Public Employees Retirement Association will increase for the next four years.

Administrator Klocker handed out for the board's review the Minnesota Association of Watershed Districts 2005 Award Program nomination and the Policy/Resolution sheets.

The board reviewed the monthly board task list. The board went thru the list by line and designated Committee's or Managers to complete the task. They are as follow: Bylaws update – Rules Committee, Conflict of interest policy – Rules Committee, Ditch Inspector Agreement – Julie, Professional Service – Professional Service Committee, - Employee Meal Reimbursement – Personnel Committee, Employee Benefits Package – Personnel Committee,

Employee Review – Personnel Committee, CD 17 Management Options – Full Board, CD 17 Maintenance request – Manager Kuseske, JD2 Sediment Pond Access Road – Managers Hensley and Kral, Drainage policy – Rules, and Rules – Rules Committee. President Hensley appointed Manager's Kutter, Kuseske and Rettig to the Professional Service Committee since the prior committee consisted of Managers from the same county.

Administrator Klocker has sent out RFP's for engineering services to be submitted by September 23rd. The Professional Service Committee will determine the top candidates to give a presentation to the board.

The board reviewed a request for State Revolving Funds. Manager Cook made a motion to approve the allocated State Revolving Fund dollars. Manager Kral seconded it. The motion passed with all in favor.

Administrator Klocker reviewed several upcoming permit applications and proposed plats that need to be reviewed and commented on. Administrator Klocker commented that having an engineer on retainer could help with the review process. The Board stated that they appreciated being informed of these upcoming issues. Kurt Deter reminded the board and the administrator that comment letters can only be framed in the context of our rules.

The Attorney's report was given by Attorney Deter. Administrator Klocker and David Meyer have been working on the Lake Ridge Conservation Easement. Jerry VanKorf has written a drainage book, and will have a seminar on October 20th at the Holiday Inn in St. Cloud. There was discussion on when the board would like Attorney Deter to be at the board meeting. The approved by general consent to have Attorney Deter attend the first meeting and leave the 2nd meeting open unless an attorney is needed. The monthly stipend will be adjusted to \$500 in the event that only one meeting is attended by legal counsel. The Administrator will inform Rinke Noonan in the event that there is a second meeting of that month that requires attorney presence.

Commissioner Neumann suggested that a couple of Managers go out and do reviews of upcoming plats. There was considerable discussion on setting a policy asking for a 30 day review period for all plats. Administrator will draft a letter to the counties for the board approval.

Manager Kral suggested Managers take a tour around Lake Osakis. The board told Manager Kral to plan a tour and let the Board know when.

Manager Cook said that she received a draft copy of the Minnesota Association of Watershed Districts new watershed Handbook due out next year.

Manager Cook made a motion to adjourn the meeting. Manager Hermanutz seconded it. The motion passed with all in favor.

Secretary, Virgil Rettig
Recording Secretary, Starla Arceneau