



**Watershed District Meeting
 MINUTES**

Tuesday, October 15, 2019

Located at: Saur River District Office, Sauk Centre, MN, 6:00 p.m.

Managers Present:	Tyler Carlson, Dennis Ritter, Gary Barber, Larry Ladwig, Lee Bautch, Scott Klatt, Emily Wolf, Donavon McKigney, Bill Becker
Staff Present:	Scott Henderson, Administrator; John Kolb, Attorney; Jon Roeschlein, Ditch & Permit Coordinator; Sarah Jo Boser, Water Resource Manager
Guests Present:	Randy Neumann, Jon Backes, Darrin Hensley, Gene Rasmusen, Dave Blume, Angela Jacobson, Kip Emerson, Rebecca Callahan, Bonnie Braun, Sharon Fredrickson, Mary Ann & Gary Hunstad, Rick & Sharon LaValle, Michael Keltner, Steve Fredrickson, Ron & Dianne Majerus, Laura Backes, Jerry Rapp, Steve Malz, Becky Hensley, Mark Grinstead, Steve & Val Kral, Peter & Kim Koel, Cody Roghan, Steve & Lori Stixrud, Holly Blume, Merlin & Cindy Wolterstorff, Louis Gramsey, Tim Kalina, Howard Swenstad, Mel Thomes, Mary Franson.
Manager's Absent:	

1. **Call to Order & Pledge of Allegiance** – The meeting was called to order by President Carlson at 6:00 p.m. and the Pledge of Allegiance was recited.
2. **Additions/corrections to the agenda items** – President Carlson asked for corrections or additions to the agenda. There were none. **Manager Ritter made a motion to approve the agenda as presented. The motion was seconded by Manager Becker. The motion passed with all in favor.**
3. **Consent Agenda**
 - a. **Financial Reports/Meeting Minutes**
 1. Checks for September
 2. Receipt Book
 3. Revenue Guideline
 4. Cash Balances
 5. Expenditure Report
 6. September 17, 2019 Regular Board Meeting Minutes
 7. Permit Status

b. Appropriations

<i>Payee</i>	<i>Description of Payment</i>	<i>\$ Amount</i>	<i>Fund</i>
Rinke Noonan	Administrative Rules	\$132.30	101
Rinke Noonan	Kranz Lake	\$472.50	101
Rinke Noonan	Retainer	\$600.00	101
Rinke Noonan	Office Building	\$737.10	101
Rinke Noonan	Stearns CD 9 – Pay Request Review	\$56.70	520

Rinke Noonan	Stearns CD 17- Inspection Report Review	\$75.60	535
Rinke Noonan	Stearns CD 26 – Slope stability	\$75.60	550
Rinke Noonan	JD 2 Sedimentation Pond Maintenance	\$245.70	571
Rinke Noonan	Clean Water Partnership Projects	\$151.20	101
Wenck	JD2 Sedimentation Pond Maintenance	\$908.50	571
Wenck	Permit Review	\$117.00	101
Wenck	JD 2 Sedimentation Pond Maintenance	\$2,522.64	571
Wenck	Permit Review	\$117.00	101
Resilience	JD2 Sedimentation Pond Maintenance	\$2,553.29	571
Houston Eng.	Permit Review	\$566.25	101
Houston Engineering	Stearns CD 9 Repair	\$461.25	520
Houston Engineering	Stearns CD 26 Assessment	\$3,037.50	550
Respec	Sauk River 1W1P	\$9,717.50	353

Manager Becker made a motion to approve the consent agenda with clarification to motion 5.a.i.2. The motion was seconded by Manager Barber. The motion passed with all in favor.

4. **Open Discussion from the Public** – President Carlson asked if there was any public comment. Numerous landowners from the Osakis area were present and had questions and comments for the board in regards to the JD 2 Sedimentation Ponds. President Carlson closed the public comment portion of the meeting.
5. **Reports – Action Items, Reports, and Project Updates** – *Administrator Scott Henderson and staff*
 - a. **Projects and Programs**
 - i. **JD2 Sedimentation Pond** – President Carlson stated that at this time, with the tools the District now has, it would behoove the board to reopen the project. Manager Wolf thanked all of the landowners for coming and voicing their opinions. Manager McKigney told the board that there should be a timeframe in which projects like these are reevaluated to make sure the scope is being met or if changes need to be made. Administrator Henderson suggest the next board meeting be held in Osakis.
 - b. **Administration**
Public Hearing-Lessard Sams Outdoor Heritage Council Grant – President Carlson recessed the regular meeting and opened up the public hearing at 6:30 p.m. on the Lessard Sams Outdoor Heritage Council Grant. Administrator Henderson read the Order of the Board Establishing Project. President Carlson asked for public comment. There

were questions on the use of the land and Pheasants Forever. **Manager Becker made a motion to close the public comment portion of the hearing. The motion was seconded by Manager Ritter. The motion passed with all in favor. Manager Barber made a motion to approve the Order of the Board Establishing Project. The motion was seconded by Manager Becker. The motion passed with all in favor.**

- i. Employee Handbook Update-Mileage, Lodging, Meals – Administrator Henderson presented an update to the mileage, lodging and meal expense allowance in the personnel handbook to be consistent between staff and managers. **Manager Ladwig made a motion to approve the update to the mileage, lodging and expense allowances in the personnel handbook. The motion was seconded by Manager Wolf. The motion passed with all in favor.**
- ii. District Office – Administrator Henderson informed the board that the bids that came in were reviewed. The costs came in lower than expected but winter construction could add some expenses back in. Henderson explained possibly needing a special meeting for the bonding.
- iii. MAWD Annual Meeting and Tradeshow – Henderson informed the board of the 2019 Annual Meeting and Tradeshow and asked if anyone was interested in attending. Managers Carlson, Barber, and Bautch will be attending. Other members will contact Henderson before the November deadline if they decide to go.

6. Items for Upcoming Meetings

7. Upcoming Meetings to be Announced

- a. Regular Board Meetings
 1. Tuesday, November 19, 2019 – Regular Meeting, 6 p.m. Henderson suggested having the meeting at the Osakis City Center if there's an opening.
 2. Tuesday, December 17, 2019 – Regular Meeting at the District Office. By general consensus of the board, the meeting time will be 4:30 p.m.
- b. Other Meetings and Events

8. **Adjourn Regular Board Meeting – Manager Becker made a motion to adjourn the regular meeting at 7:30 p.m. The motion was seconded by Manager Barber. The motion passed with all in favor.**

Regular Drainage Authority Meeting MINUTES

1. **The Drainage Authority meeting was called to order by President Carlson at 7:41 p.m.**
2. **Additions/corrections to the agenda item** – President Carlson asked if there were changes or additions to the agenda. There were none. **Manager Becker made a motion to approve the agenda as presented. The motion was seconded by Manager Ritter. The motion passed with all in favor.**
3. **Open Discussion from the Public** – There was none. President Carlson closed the public comment portion of the meeting.

4. Reports

- a. Stearns CD 26
 - i. Drainage System Functionality and Management – Jon Roeschlein reported on the meeting that he and Sarah Jo Boser attended with the CD 26/Getchell Creek landowners. The meeting was to discuss different options to fix problem portions of the ditch. A presentation was given and a poll was given so that landowners could vote on the option they preferred. The meeting was not well attended and Roeschlein feels there isn't enough landowner feedback. President Carlson suggested a letter to the landowners with the results of the survey taken inviting them to another meeting. Staff also spoke about ways of funding the alternatives.
- b. Stearns CD 17
 - i. Informational Meeting Discussion – Roeschlein updated the board on an informational meeting with the CD 17 landowners at the Stearns County Service Center. Many good questions were asked. Staff recommends to proceed with a detailed survey of the system and obtaining an engineer's preliminary repair report after the survey is completed and a redetermination of benefits. **Manager Ritter made a motion to proceed with a redetermination of benefits on CD 17 with H2Overviewers. The motion was seconded by Manager Becker. The motion passed with majority in favor, Manager Wolf against.**
 - ii. 103F Buffer Violation-Miller - Roeschlein discovered a buffer violation and sent a corrective action notice to the landowner. A typo was discovered and a new certification letter will be sent.
- c. Stearns CD 19
 - i. Tree Clearing Estimates – Roeschlein got 2 estimates for tree removal on CD 19 from tree services that were \$128,000 and \$130,000. He also received an estimate from a logger to do the work for \$68,900. There was discussion on how much tree removal actually needs to be done. Manager Bautch recommends having an informational meeting with the landowners to see what the landowners want to have done. It was decided by general consensus of the board, to hold a landowner meeting before any decisions are made.
- d. Stearns CD 24
 - i. Contract for ROB – Roeschlein presented a contract with H2Over Viewers to do the redetermination of benefits on CD 24. The process was initiated in 2018 and the general consensus of an informational meeting held with landowners in August 2019 showed interest in doing the redetermination. The cost to do the redetermination is a flat rate of \$5,000. **Manager Ritter made a motion to approve the contract for a redetermination of benefits and grass strip acquisition on CD 24. The motion was seconded by Manager McKigney. The motion passed with all in favor.**
- e. Pope CD 6, CD 11, and Stearns/Pope JD1

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- i. CR 33 Culvert Option – Roeschlein updated the board on a meeting that was held on October 1, 2019 with the landowners. Roeschlein presented them with options that were brought to the board meeting in September. There were 13 landowners at the meeting and they favored Option 4 as their first choice and Option 3 as their second choice. Roeschlein stated that he has been working with the viewers to determine the outlet fees for both options. Roeschlein will also begin the permitting phase for Option 4. If all goes as planned, the repair project should be ready for bidding fall of 2020 with repairs to begin in the spring of 2021.
 - ii. Pope CD 6 Inspection Report – Roeschlein informed the board that he did an inspection report on CD 6 after a report of a beaver dam. Roeschlein did witness a few beaver swimming around while he was out but due to the high water, he didn't find any obstructions. Once water levels recede, further investigation may be warranted.

5. Items for Upcoming Meetings

6. Upcoming meetings to be announced

- 7. Adjournment of Drainage Authority Meeting – Manager Becker made a motion to adjourn the meeting at 8:30 p.m. The motion was seconded by Manager Bautch. The motion passed with all in favor.**