



**Watershed District Meeting
 MINUTES**

Tuesday, December 17, 2019

Located at: Sauk River Watershed District Office, Sauk Centre, MN, 4:30 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; Sarah Jo Boser, Water Resource Manager; Jon Roeschlein, Ditch & Permit Coordinator
Guests Present:	Bill Frauly, Gene Kramer, Pat Kramer, Paul Hartmann, Jim Middendorf, Kate Droske, Don & Marsha Timmerman, Bob Pogatchnik, Randy Klasen, Pat Klasen, David Zerr, Anne Zerr, David Drager, Lynette Drager, Mike Dirkes, Jerry Breth, Dave Stueve, Marv Mensen, Randy Neumann, Paul Anderson, Janet Johnson, Joe Johnson, Alicia Elfering, Tom & Dorothy Elfering, Judy Hoppe, Benedict Fleischacker, Kip Emerson, Joe Weber, Bernard Bussmann, Kevin Quisberg, Kerry Hetland, Shannon Sweeny, Merle Felling, Dave & Cindy Gesme, Timothy Linn, Alcuin Notch, Jason Scherping, Jeffrey Mayer, Gary Berndt, Ken Zimmermann, Julie Zimmermann, Robert Mueller, Donald Schmidt, Bob Welle, Rich Eltgroth, Matt Winters, Amy Schnieder, Todd Welberg, Tony Schlangen, Chris Middendorf, Joe Klaphake, Jeff Klaphake, Sen. Jeff Howe, Travis Scherping, Mark Quade, Dave Bromenshenkel, Holly Blume, Gene Rasmusen, Nathan Stelling Bob Ritter, Mike Zimmermann, Don Gaebel, Char Mayers, Donald Maus, Scott Maus, Joe Johnson, Scott Wittkop, Fred Schlangen, Leroy Jacobs, Bryan Scherping, Randy Scherping, Donald Job, Gary Toenes, Bryon Jacobs, Charles Nienaber
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. Carlson moved discussion of the 1W1P with the JD 2 sedimentation ponds. **Manager Ritter made a motion to approve the agenda as modified. The motion was seconded by Manager Barber. The motion passed with all in favor.**
3. **Consent Agenda**
 - a. **Financial Reports/Meeting Minutes**
 1. Checks for November
 2. Receipt Book
 3. Revenue Guideline
 4. Cash Balances
 5. Expenditure Report
 6. November 19, 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	Retainer	\$600.00	101
Rinke Noonan	State Revolving Funds Matter	\$75.60	101
Rinke Noonan	JD 2 Sedimentation Ponds	\$1,505.70	571
Rinke Noonan	General Advice	\$623.70	101
Rinke Noonan	Stearns CD 17	75.60	510
Rinke Noonan	Pope/Stearns JD 1	\$151.20	505
Wenck	Gary Ellis Wetland Restoration	\$4,324.50	101
Wenck	JD 2 Sedimentation Ponds	\$1,784.30	571

Manager Becker made a motion to approve the consent agenda. The motion was seconded by Manager Ladwig. The motion passed with all in favor.

4. **Open Discussion from the Public** – Before asking for public comment, President Carlson read a statement expressing the right for the public to ask questions and make comments, but articulated that there would be no personal attacks or foul language and that a time limit of 3 minutes per person would be enforced. Public comment would also be limited to 1 hour. There were many comments and questions pertaining to how the assessments and/or benefits were decided, lack of communication, Osakis easements, the purpose of watershed districts, water quality improvements, and the new District building.

5. **Reports – Action Items, Reports, and Project Updates** – *Administrator Scott Henderson and staff*

a. Projects and Programs

i. JD2 Sedimentation Pond

1. Outlet and fish barriers – Jon Roeschlein, Ditch and Permit Manager, read a memo regarding the outlet replacement and fish barrier install on the JD 2 sediment ponds. The weather has stalled the ability for the work to be done since the original motion was made in August. With the current politics, especially regarding the ponds, other options were discussed with the board. Option 1 was a cheaper fish barrier but with the high water, the savings were consumed by the cost of dewatering and coffering. Option 2 was to close the current contract and wait for drier weather conditions and lower water levels to get bids. **Manager Barber made a motion to choose option 2 and to authorize staff to research temporary stabilization efforts and DOT specified safety rail. The motion was seconded by Manager Ritter. The motion passed with all in favor.** Based on that motion, Roeschlein presented pay requests 5 and 6 for approval. **Manager Becker made a motion to authorize payment of requests 5 and 6 from Rachel Contracting. The motion was seconded by Manager Bautch. The motion passed with majority in favor, Manager Wolf opposed.**

2. Project future-water quality and benefitted properties – Administrator Henderson provided a memo to the board from the Water Resource Manager, Sarah Boser with some phosphorus removal calculations to be used in discussion of the future of the sediment ponds. The calculations were done by Wenck Engineering based on the sediment samples collected by the contractor to ensure there was no hazardous materials. Based on the assumptions made by Wenck, it was determined that the ponds are removing an average of 1,057 pounds of phosphorus per year, and a total of 13,736 pounds of phosphorus were removed during the 2019 clean out. Moving forward, Wenck supplied recommendations for sediment sampling on the ponds moving forward so that direct calculations can be made. Discussion is tabled until the January meeting.
 3. Sauk River 1W1P Implementation Agreement Framework – Administrator Henderson gave an overview on the 1W1P. President Carlson gave his thoughts on how his could help in the Osakis Area. **Manager Bautch made a motion to approve the Joint Powers Collaboration. The motion was seconded by Manager Klatt. The motion passed with all in favor.**
 4. Follow-up from November 17, 2019 meeting – Henderson reminded the board that at the November 17th meeting at the Osakis Community Center, landowners believed that a waterway dam at County Road 3 was a Watershed project. Sarah Boser, Water Resource Manager, researched and determined it was not done by the District or for the District, nor did it utilize any WD funding.
- b. Administration
- i. District Office-Bonding – Henderson introduced Shannon Sweeney, from David Drown Associates, who has been working with District staff on the finance plan for the proposed new building. Sweeney explained that the credit rating came in better than expected (A+) which has a significant positive impact on the interest rate for the proposed bond sale. Due to the excellent credit rating and current conditions, the District could secure an interest rate of 2.3707%. All of the paperwork has been prepared for closing on December 30, 2019 if the board chooses. Merle Felling and Matt Winters told the board about a building for sale in the industrial park that would be cheaper to renovate than for the District to build new. There was discussion about touring that building. **Manager Ritter made a motion to not approve the bond financing at this time. The motion was seconded by Manager Bautch. The motion passed with the majority in favor, 1 against.** President Carlson asked for a board member to volunteer to be on the building committee. Manager Becker volunteered. **President Carlson made a motion to add Manager Becker to the building committee. The motion was seconded by Manager Ritter. The motion passed with all in favor, Manager Becker abstaining.**
 - ii. District Committees – Administrator Henderson expressed the need for more committees. The District has a budget committee and a building committee.

Henderson asked for volunteers for a personnel committee, public outreach/civic engagement committee, and a water quality/project committee.

Budget Committee: Barber, Klatt, Ladwig

Personnel Committee: Executive committee

Public Outreach: Bautch, Carlson, Wolf

Water Quality/Project Committee: McKigney, Barber, Carlson

- iii. Capitol Project Draft Policy – Tabled
- iv. Personal Equipment Use Policy – Tabled
- v. WRAP's Cycle II-Funding Approval - Administrator Henderson informed the board that the WRAPS cycle II reporting process is beginning. The preparation of the report will be done by RESPEC with the help of local partners and state agency staff. The MPCA provides and has awarded grant funding for this process. **Manager Becker made a motion to accept the funding and conduct a public hearing in January. The motion was seconded by Manager Klatt. The motion passed with all in favor.**

6. Items for Upcoming Meetings

- a. Capital Project Policy
- b. Annual Meeting Topics

7. Upcoming Meetings to be Announced

- a. Regular Board Meetings
 1. Tuesday, January 21, 2020 – Regular Meeting at the District Office, 6:00 p.m.
 2. Tuesday, February 18, 2020 – Regular Meeting at the District Office, 6:00 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 Ladwig. 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 7:30 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 –** A landowner was concerned that another redetermination of benefits was done before the new assessment was certified. He asked how the benefitting landowners were chosen. Administrator Henderson and Attorney Kolb explained the process. President Carlson closed the public comment portion of the meeting.
- 4. Reports**

- a. Stearns CD 9
 - i. Dean Meyer Reimbursement – Jon Roeschlein, Ditch and Permit Manager, presented the board with a request for reimbursement from Dean Meyer for work he had to do to repair an area of his property that was accidentally cleaned by the contractor. **Manager Becker made a motion to reimburse Dean Meyer \$998.28 for this costs to repair his property. The motion was seconded by Manager Barber. The motion passed with all in favor.** Roeschlein will talk to the contractor about covering the cost since it was their mistake.
 - b. Stearns CD 17
 - i. Contract – Administrator Henderson reviewed the contract for the redetermination of benefits on CD 17. **Manager Becker made a motion to approve the Professional Services contract for the redetermination of benefits on CD 17 with H2Over Viewers LLC. The motion was seconded by Manager Ritter. The motion passed with all in favor.**
 - c. Stearns CD 19
 - i. Update from informational meeting – Roeschlein and Manager Bautch gave a brief update on the informational meeting held in St. Nicholas to discuss Stearns CD 19.
 - d. Ditch and Permit Manager Report – Written report.
5. **Items for Upcoming Meetings**
 6. **Upcoming meetings to be announced**
 7. **Adjournment of Drainage Authority Meeting – Manager Ritter made a motion to adjourn the meeting at 8:00 p.m. The motion was seconded by Manager Becker. The motion passed with all in favor.**