



**Watershed District Meeting  
 MINUTES**

**Tuesday, March 19, 2019**

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

<b>Managers Present:</b>	Dennis Ritter, Tyler Carlson, Gary Barber, Larry Ladwig, Duane Willenbring, Lee Bautch, Jim Bailey, Emily Wolf
<b>Staff Present:</b>	Scott Henderson, Administrator; Kale Van Bruggen, Attorney; Jon Roeschlein, Ditch & Permit Coordinator
<b>Guests Present:</b>	Jerry Rapp, Randy Neumann, Cody Rogahn, Donovan McKigney, Leon Duchene, Roger Uhlenkamp, Mary Wanderscheid, David Wanderscheid, Greg, Duchene, Bob Duchene, Paul Weller, Ken Zimmermann, Russ Clark, Rebecca Carlson, Lu Zhang, Mark Origer
<b>Manager's Absent:</b>	

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. Administrator Henderson changed item 5.a.5. He rescheduled the presentation for the April meeting and added two pay requests for discussion to the current meeting. **Manager Bautch made a motion to approve the agenda as modified. The motion was seconded by Manager Ladwig. The motion passed with all in favor.**
  
3. **Consent Agenda**
  - a. **Financial Reports/Meeting Minutes**
    1. Checks for February
    2. Receipt Book
    3. Revenue Guideline
    4. Cash Balances
    5. Expenditure Report
    6. February 19, 2019 Regular Board Meeting Minutes

**b. Appropriations**

<i>Payee</i>	<i>Description of Payment</i>	<i>\$ Amount</i>	<i>Fund</i>
Rinke Noonan	Retainer	\$600.00	101
Rinke Noonan	Contracts – Houston Engineering	\$56.70	101
Rinke Noonan	Drainage System Bonding	\$831.60	510/515
Rinke Noonan	Stearns CD 9 Repair	\$954.30	520
Rinke Noonan	Pope/Stearns JD 1 Repair	\$965.40	505
Rinke Noonan	Pope CD 6 Repair	\$905.40	515
Rinke Noonan	Pope CD 11 Repair	\$860.40	510
Rinke Noonan	Consolidation of Pope CD 6, 11, and JD 1	\$567.00	505, 510, 515



Wenck	JD 2 Sedimentation Pond Maintenance	\$5,492.90	571
Wenck	Permit Review	\$166.50	101
Wenck	Osakis Lake Area TMDL Implementation Project	\$7,385.24	101

**Manager Willenbring made a motion to approve the consent agenda. The motion was seconded by Manager Ritter. The motion passed with all in favor.**

4. **Open Discussion from the Public** – President Carlson asked for public comment. Randy Neumann said that road restrictions were on now through May.

**5. Reports**

- a. Action Items, Reports, and Project Updates – *Administrator Scott Henderson*
  1. Public Hearing at 6:30 p.m. Middle Sauk River Runoff Reduction 319 Grant – President Carlson closed the regular meeting and opened the Public Hearing for the Middle Sauk River Runoff Reduction 319 grant. Administrator Henderson explained the purpose and requirements of the grant. President Carlson opened up the hearing for public comment. There was none. **Manager Bautch made a motion to continue the hearing at the April meeting and pursue using the water management units for match funding. The motion was seconded by Manager Wolf. The motion passed with all in favor.**
  2. Osakis Lake Area TMDL Project Presentation – Rebecca Carlson from Resilience Engineering gave a presentation on the Osakis Lake Area TMDL Project. Included in the presentation was a brief history, monitoring results and analysis, and options on how to proceed. No board action was taken at this time.
  3. LMCIT Insurance – Administrator Henderson presented a resolution to approve the League of Minnesota Cities Liability Insurance & Workers Compensation. The insurance increased slightly but was still within reason. **Manager Barber made a motion to approve Resolution #03-19 League of Minnesota Cities Liability Insurance & Workers Compensation. The motion was seconded by Manager Ritter. The motion passed with all in favor.**
  4. Building-Construction Management – Administrator Henderson informed the board that he and the building committee, along with architect Murry Mack, conducted interviews with 2 construction management firms, Alliance Building Corp and Project One. Based on experience and how technology is used, the committee recommends the District contract with Project One for construction management services. **Manager Ritter made a motion to approve the District hiring Project One for construction management services. The motion was seconded by Manager Wolf. The motion passed with all in favor.**
  5. JD 2 Sedimentation Pond Pay Requests – Jon Roeschlein, Ditch and Permit Coordinator, presented the first pay request to the board for \$11,447.50 from Rachel Contracting, Inc. Roeschlein stated that he and the engineer both looked over the request and verified it was okay to pay. **Manager Willenbring made a motion to pay the first pay request to Rachel Contracting, Inc. for \$11,447.50. The motion was seconded by Manager Barber. The motion passed with all in favor.** Roeschlein presented the second pay request for \$392,976.53. He stated that line 15 is in question but everything else was okay to pay. **Manager Willenbring made a motion to pay the second request to Rachel Contracting, Inc. for \$392,976.53**

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**pending clarification on line item 15. The motion was seconded by Manager Bautch. The motion passed with all in favor.**

6. Sauk River 1W1P – Administrator Henderson updated the board. The advisory committee has met and will be discussing issue statements at their next meeting, which will then go before the policy committee. The process is moving along.
7. MAWD Legislative Reception – Administrator Henderson pointed out the Legislative Update that he included in the board packet from the Minnesota Association of Watershed Districts.
8. Committees/Work Groups Participation – Administrator Henderson updated the board of the 3 new committees that he is on.

**6. Items for Upcoming Meetings**

- a. JD 2 Sedimentation Pond Assessments
- b. Osakis Lake TMDL Project

**7. Upcoming Meetings to be Announced**

- a. Regular Board Meetings
  1. Tuesday, April 16, 2019 – Regular Meeting, 6 p.m.
  2. Tuesday, May 21, 2019 – Regular Meeting, 6 p.m.
- b. Other Meetings and Events

8. **Adjourn Regular Board Meeting – Manager Ritter made a motion to adjourn the regular meeting at 7:20 p.m. The motion was seconded by Manager Willenbring. 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 7:20 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 Bautch made a motion to approve the agenda as presented. The motion was seconded by Manager Ritter. Motion passed with all in favor.**
3. **Open Discussion from the Public** – There was no public comment.
4. **Reports**
  - a. Pope CD 6, PCD11 and PSJD 1
    1. History of Systems – Mark Origer from ISG, gave a history of Pope/Stearns JD 1 along with some recommendations for repairs. Origer also reported on how CD 6 serves as an outlet to branch 1 and 2 of JD 1.
    2. Landowner Petition-Outlet Fee – Administrator Henderson informed the board of a letter from landowner Leon Duchene appealing the change of

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outlet fees into CD 6. Also, Henderson provided a copy of a petition from landowners on JD 1 appealing the outlet fee.

3. Findings and Orders-Outlet Fee Determination – Attorney Van Bruggen explained the Findings and Order Reopening Proceeding so that the hearing can be reopened and the affected landowners are given an opportunity to receive information and comment on the outlet charges. There would not be an opportunity to dispute benefits, but only comment on the outlet fees. **Manager Willenbring made a motion to approve the Findings and Order Reopening Proceedings for CD 6, CD 11, and JD 1 and to give authority to staff to set the date and time for the hearing. The motion was seconded by Manager Ritter. The motion passed with all in favor.**
4. Leon Duchene-Landowner Perspective – JD 1 Landowner Leon Duchene gave a presentation to the board asking for help with his and his neighbors’ concerns.

- b. Drainage Inspector/Permit Coordinator Report – written report. Roeschlein gave more detail on a few items from his memo.

**5. Items for Upcoming Meetings**

- a. Stearns CD 17 ROB Discussion

**6. Upcoming meetings to be announced**

- a. Other Meetings
  1. Thursday, April 4, 2019 – MN Viewers Association Meeting, Jackpot Junction

7. **Adjournment of Drainage Authority Meeting – Manager Ladwig made a motion to adjourn the meeting at 9:20 p.m. The motion was seconded by Manager Wolf. The motion passed with all in favor.**