



**Watershed District Meeting  
 MINUTES**

**Tuesday, April 16, 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; John Kolb, Attorney; Jon Roeschlein, Ditch & Permit Coordinator; Sarah Jo Boser, Water Resource Manager
<b>Guests Present:</b>	Jerry Rapp, Randy Neumann, Cody Rogahn, Donovan McKigney, Bruce Funk
<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. There were none. **Manager Ritter made a motion to approve the agenda as modified. The motion was seconded by Manager Wolf. The motion passed with all in favor.**
3. **Consent Agenda**
  - a. **Financial Reports/Meeting Minutes**
    1. Checks for March
    2. Receipt Book
    3. Revenue Guideline
    4. Cash Balances
    5. Expenditure Report
    6. March 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	Stearns CD 9 Repair	\$180.00	520
Rinke Noonan	Pope/Stearns JD 1 Repair	\$645.90	505
Rinke Noonan	Pope CD 6 Repair	\$570.30	515
Rinke Noonan	Pope CD 11 Repair	\$570.30	510
Wenck	JD 2 Sedimentation Pond Maintenance	\$12,757.51	571
Wenck	Permit Review	\$37.00	101
Wenck	Osakis Lake Area TMDL Implementation Project	\$3,781.86	101
Wenck	Gary Ellis Wetland Restoration	\$388.50	101

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Administrator Henderson informed the board of a correction to the minutes. **Manager Willenbring made a motion to approve the correction to the minutes. The motion was seconded by Manager Barber. The motion passed with all in favor. Manager Bautch made a motion to approve the consent agenda. The motion was seconded by Manager Ladwig.**

4. **Open Discussion from the Public** – President Carlson asked for public comment. Todd County Commissioner Randy Neumann asked that the Townships be notified of special assessments in the future. Pope County Commissioner Cody Rogahn spoke about the need for the work on Pope CD 6 and 11 and the County potentially doing a bond for the project. President Carlson closed the public comment portion of the meeting.

5. **Reports**

- a. Action Items, Reports, and Project Updates – *Administrator Scott Henderson*  
Public Hearing at 6:30 p.m. Middle Sauk River Runoff Reduction 319 Grant – President Carlson recessed the regular meeting and opened the public hearing for the Middle Sauk River Runoff Reduction 319 Grant. Administrator Henderson discussed the 40% match that the grant requires and gave options of different scenarios that could be used to provide that match. President Carlson asked for public comment but there was none. **Manager Bautch made a motion to close the public comment portion of the hearing. The motion was seconded by Manager Wolf. The motion passed with all in favor. President Carlson made a motion to split the cost of the 40% match with 20% paid by the landowner and 20% by the District. The motion was seconded by Manager Bautch. The motion passed with all in favor.** Administrator Henderson read Resolution #02-19. **Manager Willenbring made a motion to Resolution #02-19. The motion was seconded by Manager Wolf. The motion passed with all in favor.**

1. JD 2 Sedimentation Pond –

- a. Repair Presentation – Jon Roeschlein, Ditch and Permit Coordinator, gave a presentation on the clean out of the primary and secondary sediment ponds.
- b. Change order – Roeschlein explained the request for a change order from Rachel Contracting. The reasons for the change order were unforeseen site conditions that added to the de-watering efforts and the weather conditions in January and February 2019. The board discussed at length what they felt was appropriate to pay. **Manager Willenbring made a motion to split the \$86,937.88 with Rachel Contracting 50/50. The motion was seconded by Manager Ritter. The motion passed with all in favor.**
- c. Special assessments – Administrator Henderson read a memo that explained the options available to repay the SRF loan used to pay for the Sediment Pond cleanout. **President Carlson made a motion to set the assessment to repay the SRF Loan for the Sediment Pond Cleanout for 12 years at 2.5% interest rate. The motion was seconded by Manager Willenbring. After some discussion, President Carlson amended the motion to set the assessment for 10 years at 2.5% interest. Manager Willenbring seconded the amended motion. Manager Wolf recused herself from the discussion. The motion passed with majority in favor, Manager Bailey opposed, and Manager Wolf abstaining.** There was discussion of having a different assessment length based on the amount of the

assessment. **Manager Bautch made a motion that any assessment under \$50 (including the administrative cost) would only be set for one year. The motion was seconded by Manager Ritter. The motion passed with all in favor, Manager Wolf abstaining.**

2. Osakis Lake Area TMDL Project – Administrator Henderson briefly spoke on the Osakis Lake Area TMDL Project presentation given by Rebecca Carlson at the last board meeting. Henderson asked the board if they wanted to move forward with something or not. Manager Wolf suggested that the District wait until the 1W1P is finished to reevaluate. President Carlson agreed. By general consensus of the board, there will be nothing more done in that area for the time being.
3. Special Assessments for 2018 Projects – Administrator Henderson noted that there have been a few concerns being brought forth in regards to the 2018 assessments. Henderson informed the board that these issues will be amended in the Water Management District Policy.
4. Sauk River 1W1P – Administrator Henderson updated the board on the meetings held within the last month. The advisory committee and policy committee are working on creating issue statements.
5. Building-Construction Management – Administrator Henderson informed the board that he was given some draft plans for the new office. Henderson will be speaking with the architect and making some changes. He expects to have a rough cost of the building ready for the June meeting in hopes to be able to break ground in September if all is approved.
6. MAWD – Administrator Henderson informed the board that the MAWD summer tour will be held on June 26-28<sup>th</sup> in Moorhead.

**6. Items for Upcoming Meetings**

- a. 2018 Audit Findings and Presentation
- b. Water Management District Policy Amendment

**7. Upcoming Meetings to be Announced**

- a. Regular Board Meetings
  1. Tuesday, May 21, 2019 – Regular Meeting, 6 p.m.
  2. Tuesday, June 18, 2019 – Regular Meeting, 6 p.m.
- b. Other Meetings and Events
  1. June 26-June 28, 2019 MAWD Summer Tour, Moorhead, MN

- 8. Adjourn Regular Board Meeting – Manager Ritter made a motion to adjourn the regular meeting at 7:50 p.m. The motion was seconded by Manager Barber. The motion passed with all in favor.**

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**Regular Drainage Authority Meeting  
MINUTES**

1. **The Drainage Authority meeting was called to order by President Carlson at 7:55 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 Ritter made a motion to approve the agenda as presented. The motion was seconded by Manager Bailey. Motion passed with all in favor.**
3. **Open Discussion from the Public** – There was no public comment. President closed the public comment portion of the meeting.
4. **Reports**
  - a. Pope CD 6, PCD11 and PSJD 1
    1. Wetland Discussion Summary – Jon Roeschlein, Ditch and Permit Coordinator, went over a memo describing the work proposed to investigate wetland impacts and hydraulic benefits to lowering the culverts on CSAH 33.
  - b. Stearns CD 17
    1. Redetermination of Benefits – Administrator Henderson informed the board that he had received a letter concerning a redetermination of benefits for CD 17. The District has also received another letter alluding to a possible need for repairs. Staff recommends holding an informational meeting possibly at the Stearns County Service Center to get landowner input. **Manager Ritter made a motion to hold an informational meeting to discuss CD 17. The motion was seconded by Manager Barber. The motion passed with all in favor.**
  - c. Drainage Inspector/Permit Coordinator Report – written report.
5. **Items for Upcoming Meetings**
6. **Upcoming meetings to be announced**
7. **Adjournment of Drainage Authority Meeting** – **Manager Wolf a motion to adjourn the meeting at 8:20 p.m. The motion was seconded by Manager Ritter. The motion passed with all in favor.**