

Watershed District Meeting
MINUTES

Tuesday, July 16, 2019

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

Managers Present:	Dennis Ritter, Gary Barber, Larry Ladwig, Lee Bautch, Tyler Carlson, Scott Klatt, Emily Wolf, Donavon McKigney, Bill Becker
Staff Present:	Scott Henderson, Administrator; Kale VanBruggen, Attorney; Jon Roeschlein, Ditch & Permit Coordinator; Sarah Jo Boser, Water Resource Manager
Guests Present:	Randy Neumann, Cody Rogahn, Steve Notch
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. **Oath of Offices/Bonds for Appointed Managers**
 - a. Bill Becker – Stearns County Manager – Bill Becker read his oath of office.
 - b. Donavon McKigney – Pope County Manager - Donavon McKigney read his oath of office. President Carlson welcomed both new managers to the board.
3. **Board of Managers Introduction** - The board, staff, managers and commissioners introduced themselves.
4. **Annual Election of Officers** – President Carlson asked for nominations for President. Manager Barber nominated Carlson for President. Manager Bautch seconded Carlson for President. **Manager Barber made a motion to cease nominations and cast a unanimous vote for Carlson to remain President. The motion was seconded by Manager Ladwig. The motion passed with all in favor.** President Carlson asked for nominations for Vice-President. Manager Bautch nominated Ritter for Vice-President. Manager Barber seconded Ritter for Vice-President. **Manager Wolf made a motion to cease nominations and cast a unanimous vote for Ritter to remain Vice-President.** President Carlson asked for nominations for Treasurer. Manager Bautch nominated Manage Wolf for Treasurer. Manager Carlson seconded Wolf for Treasurer. **President Carlson made a motion to cease nominations and cast a unanimous vote for Wolf as Treasurer. The motion was seconded by Manager Bautch. The motion passed with all in favor.** President Carlson asked for nominations for Secretary. Manager Bautch nominated Barber for Secretary. Manager Ritter seconded by Barber for Secretary. **Manager Bautch made a motion to cease nominations and cast a unanimous vote for Barber as Secretary. The motion was seconded by Manager Wolf. The motion passed with all in favor.**
5. **Additions/corrections to the agenda items** – President Carlson asked for corrections or additions to the agenda. Administrator Henderson added Conference Updates under the reports line item. **Manager Ritter made a motion to approve the agenda as modified. The motion was seconded by Manager Ladwig. The motion passed with all in favor.**

6. Consent Agenda

a. Financial Reports/Meeting Minutes

1. Checks for June
2. Receipt Book
3. Revenue Guideline
4. Cash Balances
5. Expenditure Report
6. June 18, 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	Pope/Stearns JD 1 Repair	\$75.60	505
Rinke Noonan	Pope CD 6 Repair	\$75.60	515
Rinke Noonan	Pope CD 11 Repair	\$75.60	510
Rinke Noonan	Grant Contracts	\$226.80	101
Rinke Noonan	Stony Creek Project	\$283.50	101
Rinke Noonan	Krantz Lake	472.50	101
Rinke Noonan	General Advice	\$575.30	101
Rinke Noonan	Permits	\$548.10	101
Houton	Permit Review	\$4,794.25	101
Wenck	JD 2 Sedimentation Pond Maintenance	\$860.64	571
Wenck	Permit Review	\$90.60	101
Wenck	Gary Ellis Wetland Restoration	\$725.40	101

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

7. Open Discussion from the Public – President asked if there was discussion from the public. There was not, so the public comment portion of the meeting was closed.

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

a. Projects and Programs

- i. JD 2 Sedimentation Ponds – Jon Roeschlein, Ditch and Permit Manager, informed the board that the outlet pipe had settled and he will be out surveying soon so that it can be put back where it belongs. The contractors will be out to do site restoration within the next few weeks. Roeschlein told the board that he’s having a gate made to restrict access to the ponds.
- ii. Stony Creek and Unnamed Creeks #8 and #9 Project Report – Administrator Henderson presented a project plan proposal to do stream bank stabilization projects on Stony and Unnamed Creeks 8 and 9. The report was based on the stream/river assessments done in the fall of 2018. **Manager Bautch made a**

motion to submit the report to BWSR and DNR. The motion was seconded by Manager Wolf. The motion passed with all in favor.

- iii. Sauk River 1W1P – Administrator Henderson gave an update on the 1W1P. He stated that a grant extension is needed in order to complete the plan; however, recent requirements from BWSR to do that are vastly different than what they were in December of 2018.

b. Administration

- i. Manager Compensation-Resolution – Scott Henderson presented a memo regarding a 2019 legislation change in the per diem compensation for managers. The maximum compensation per day changed from \$75 to \$125. Henderson also stated that the travel expense reimbursement for board and staff are outdated and need to be increased. There was discussion on what duties should be compensated by Board Members. **Manager Becker made a motion to table this discussion until the August meeting. The motion was seconded by Manager Wolf. The motion passed with all in favor.**
- ii. Preliminary 2020 Budget – Administrator Henderson went through the draft 2020 budget. Henderson mentioned the Survey & Data Acquisition fund and the upcoming repayment of the loan used for easements in the Crooked Lake area. **Manager Bautch made a motion to approve the proposed levy without the Survey & Data Acquisition fund. The motion was seconded by President Carlson. The motion failed. Manager Becker made a motion to approve the preliminary levy as presented with a total of \$1,054,789 which includes the \$108,000 to replenish the Survey & Data Acquisition Fund. The motion was seconded by Manager Ritter. The motion passed with all in favor, Manager Bautch opposed.**
- iii. District Office-Funding Discussion – Scott Henderson will pull together some options in the next few months regarding the possibility of the drainage systems paying for a portion of the new building.
- iv. MAWD Resolutions – Administrator Henderson asked that if the board had any suggestions for a MAWD resolution, that they let him know and he will include a draft in the August board packet.
- v. Conference Updates - Manager Barber and Administrator Henderson shared their thoughts of the MAWD summer tour in Moorhead. Jon Roeschlein shared what he learned at a drainage workshop.

9. **Items for Upcoming Meetings**

- a. Public hearing on Preliminary 2020 Budget
- b. Lessard Sams Outdoor Heritage Funding Project Hearing
- c. 2018 Annual Report

10. **Upcoming Meetings to be Announced**

- a. Regular Board Meetings
 - 1. Tuesday, August 20, 2019 – Regular Meeting, 6 p.m.
 - 2. Tuesday, September 17, 2019
- b. Other Meetings and Events

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11. **Adjourn Regular Board Meeting – Manager Ritter made a motion to adjourn the regular meeting at 7:40 p.m. The motion was seconded by Manager Wolf. 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 7:45 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 Becker. 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 9**
 - i. **Pay Request #8 – Jon Roeschlein, Ditch and Permit Coordinator, presented pay request #8 from M&M Construction and recommended payment based on his and the engineers review. Manager Bautch made a motion to approve pay request #8 to M&M Construction for \$21,892.74. The motion was seconded by Manager Klatt. The motion passed with all in favor.**
 - b. **Stearns CD 26**
 - i. **Areas of Concern – Jon Roeschlein showed the board areas of concern on CD 26. He believes there is something going on below I-94 causing high water levels and sluffing, leading to probable sedimentation. Roeschlein believes and assessment should be done of the area. Manager Wolf made a motion to authorize staff up to \$15,000 to do an engineer’s survey of the problem area of CD 26. The motion was seconded by Manager Ritter. The motion passed with all in favor.**
 - c. **Assessments for 2020**
 - i. **Draft Assessments for Stearns CD 26 and CD 51 – Administrator Henderson presented his recommendations for drainage assessments to be certified on the 2020 tax roll. The two systems that the District general account is carrying are County Ditches 26 and 51. Manager Ritter made a motion to certify an assessment for \$350,000 to CD 26 for 3 years. The motion was seconded by Manager Becker. Manager Ritter rescinded his motion and made a new motion to certify an assessment for \$450,000 to CD 26 for 3 years. The motion was seconded Manager McKigney. The motion passed with all in favor. Manager Becker made a motion to certify an assessment for \$75,000 to CD 51 for 3 years. The motion was seconded by Manager Barber. The motion passed with all in favor.**

- d. Drainage Inspector/Permit Manager Report
 - i. Report-Written Report
5. **Items for Upcoming Meetings**
 - a. **Assessment Resolutions**
6. **Upcoming meetings to be announced**
 - a. **Stearns CD 17 Informational Meeting**
 - b. **Stearns CD 24 Informational Meeting**
7. **Adjournment of Drainage Authority Meeting – Manager Ritter made a motion to adjourn the meeting at 8:25 p.m. The motion was seconded by Manager Wolf. The motion passed with all in favor.**

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