

**Watershed District Meeting**  
**MINUTES**  
**Tuesday, April 21, 2020**  
Via teleconference, 6:00 p.m.

<b>Managers Present:</b>	Tyler Carlson, Dennis Ritter, Gary Barber, Larry Ladwig, Lee Bautch, Scott Klatt, Emily Wolf, Donavon McKigney, Bill Becker
<b>Staff Present:</b>	Scott Henderson, Administrator; John Kolb, Attorney; Sarah Jo Boser, Water Resource Manager; Jon Roeschlein, Ditch & Permit Coordinator
<b>Guests Present:</b>	
<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.
2. **Additions/corrections to the agenda items** – President Carlson asked for corrections or additions to the agenda. There were none. **Manager Barber made a motion to approve the agenda. The motion was seconded by Manager Becker. Roll call vote was taken. The motion passed with all in favor.**
3. **Consent Agenda**
  - a. **Financial Reports/Meeting Minutes**
    1. Checks for February and March
    2. Receipt Book from February and March
    3. Revenue Guideline from February and March
    4. Current Cash Balances
    5. Current Expenditure Report
    6. February 18, 2020 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	February Retainer	\$700.00	101
Rinke Noonan	Krantz Lake	\$131.50	101
Rinke Noonan	General Advice	\$69.00	101
Rinke Noonan	Stearns CD 26 meeting	\$920.00	550
Rinke Noonan	Clean Water Projects – WRAPS Cycle II	\$161.00	101
Rinke Noonan	March Retainer	\$700.00	101
Rinke Noonan	Contracts	\$115.00	101
Rinke Noonan	General Advice	\$138.00	101
Rinke Noonan	Stearns CD 26 meeting follow-up	\$115.00	550
Rinke Noonan	Clean Water Projects – Eggers	\$424.00	101

Rinke Noonan	1W1P – Open Meeting Law Applicability	\$115.00	101
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c. **JD 2 Sedimentation Pond Operation and Maintenance Manual**

**Manager Becker made a motion to approve the consent agenda. The motion was seconded by Manager Barber. Roll call vote was taken. The motion passed with all in favor.**

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

a. **Projects and Programs**

- i. **Excluding Tax Exempt Properties from Special Assessments – Administrator Henderson followed up on a concern from Commissioner Rapp at the February 2020 regular meeting regarding the District exempting cemeteries from receiving special assessments. Henderson spoke with other watershed districts and taxing authorities and broke down the results for the board. **Manager Bautch made a motion to exempt all cemetery land from future special assessments. The motion was seconded by Manager Wolf. Roll call vote was taken. Barber-Aye, Bautch-Aye, Becker-Nay, Klatt-Aye, Ladwig-Aye, Ritter-Nay, McKigney-Nay, Wolf-Aye, Carlson-Aye. The motion passed with 6 in favor, 3 against.****
- ii. **Green Belt and Cattle Exclusion – Administrator Henderson explained a memo regarding the creation of greenbelt areas within the District with the possibility of implementing projects in the future to help farmers with alternative watering and cattle exclusion. There was discussion on what the map would look like, number of landowner impacted, and county involvement. By general consensus of the board, staff should draft a letter to the Counties to gauge interest in the project.**
- iii. **ROCORI High School-parking lot petition – Sarah Jo Boser, Water Resource Manager, gave an update on the ROCORI High School parking lot project. Staff explained the three options the board had and the annual reductions that were expected. Option one was to add a stormwater pond, option two was a larger parking lot and stormwater pond, option three was to not provide financial assistance for the project. It was noted that for the small amount of phosphorus and suspended solids removed, it was not a good use of funds. **Manager Klatt made a motion not to fund the ROCORI High School parking lot project due to the permit trigger. The motion was seconded by Manager Becker. Roll call vote was taken. The motion passed with all in favor.****
- iv. **Capital Improvement Project policy – Administrator Henderson updated the Board on a meeting held with the water quality/project committee to discuss the Capital Improvement Project policy. The committee made some changes to the plan but will continue to review it and eventually bring the finalized draft to board for approval.**

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- b. Administration
- i. Building Update – Administrator Henderson reviewed the bond closing letter with the board. He also informed the board that the dirt work has begun on the site.
  - ii. Resolution for LMCIT Insurance – Administrator Henderson brought the League of Minnesota Cities insurance renewal to the board for approval via Resolution #04-20. **Manager Becker made a motion to approve Resolution #04-20. The motion was seconded by Manager Ladwig. Roll call vote was taken. The motion passed with all in favor.**
  - iii. Work during the COVID-19 Pandemic – Henderson informed the board that during the pandemic, all of the staff, with the exception of the Office/Finance Manager, are working at home. Henderson has giving authorization for staff to be in once per week if needed as long as proper social distancing is followed. Staff has done some field work and inspections and they are instructed to let Henderson and the Office/Finance Manager know where they are going to be. Meetings have all been done via teleconference.
- c. Committee
- i. Citizen Advisory Committee – Presentation and Appointments – Administrator Henderson updated the board on the status of the Advisory Committee. The District held two informational meetings and there were 11 people who attended. The District received 10 applications with 4 of those only wanting to be on a drainage advisory committee. The first meeting was slated to be at the end of April but will be adjusted due to the pandemic. Staff plan to hold two initial meetings with the whole group before a drainage committee is broken off. Staff also request an open invitation to all five counties and SWCD’s to send representatives to sit on the committee. **Manager Ritter made a motion to approve the 10 applicants to the advisory committee as well as the open invitation for representatives of the 5 counties and SWCD’s. The motion was seconded by Manager Bautch. Roll call vote was taken. The motion passed with all in favor.**
  - ii. Water Quality/Projects – Managers Carlson, Becker, McKigney – No comments
  - iii. Education/Outreach – Managers Carlson, Bautch, Wolf – No comments
  - iv. Rules – Managers Klatt, Ladwig, Wolf – No comments
5. **Items for Upcoming Meetings**
- a. Capital Improvement Policy
  - b. Greenbelts
  - c. Rules
  - d. Building Updates
  - e. 1W1P
6. **Upcoming Meetings to be Announced**
- a. Regular Board Meetings
    1. Tuesday, May 19, 2020 – Regular Meeting possibly again by teleconference
    2. Tuesday, June 16, 2019 – Regular Meeting

- b. Other Meetings and Events
  - 1. None at this time

- 7. **Adjourn Regular Board Meeting – Manager Barber made a motion to adjourn the regular meeting at 7:40 p.m. The motion was seconded by Manager Bautch. Roll call vote was taken. 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 7:40 p.m.**
- 2. **Additions/corrections to the agenda item – President Carlson asked if there were changes or additions to the agenda. Administrator Henderson added item e. Jd1/Pope Ditches. Manager Becker made a motion to approve the agenda as modified. The motion was seconded by Manager McKigney. Roll call vote was taken. The motion passed with all in favor.**
- 3. **Reports**
  - a. Stearns CD 26
    - i. **Fleischacker Invoice – Jon Roeschlein, Ditch & Permit Coordinator reported on the inspection he did of the trees removed by Ben Fleischacker. Fleischacker has now added interest to his invoice to remove the trees, raising the cost to \$5200. There was considerable discussion from the board. Manager Bautch made a motion to deny payment for the removal of the trees because Mr. Fleischacker said he'd remove the tree in 2018 for no charge, and the tree removal in 2019 was done without permission of the drainage authority. The motion was seconded by Manager McKigney. Manager Becker questioned what would happen if the debris was pushed back into the ditch since that was threatened by Mr. Fleischacker. Attorney Kolb stated that the drainage authority would clean it out and the cost would be billed back to Mr. Fleischacker. Roll call vote was taken. The motion passed with all in favor.**
    - ii. Meeting Notes – Roeschlein and the board discussed the meeting notes from the CD 26 Landowner meeting on February 24, 2020. There was considerable discussion amongst the board and staff.
  - b. Stearns CD 17 and CD 24
    - i. **Redetermination of Benefits – Administrator Henderson read a status update from H2Over Viewers for the CD 17 and 24 redetermination of benefits. They are planning a viewing trip mid to late April pending weather and travel restrictions due to the pandemic.**
  - c. Ditch and Permit Manager
    - i. **2019 Annual Report – Roeschlein presented the Sauk River Watershed Drainage Authority 103E Ditch Inspection Report CY 2019. The board complimented Roeschlein on the report.**
    - ii. **Monthly Report – Written report.**

- d. Drainage Meetings
  - i. Splitting Meeting from Watershed Meeting – Administrator Henderson asked the board if there was any interest in splitting the Drainage meetings from the Watershed District meetings and them on separate nights. After some discussion, the board tabled this item to a later date.
- e. JD1/Pope Ditches – Roeschlein has been moving forward with gathering data for the Krantz Lake Dike. In order to move the project forward, the District would need to establish the Dike as a SRWD project as Roeschlein was unable to gain commitment for financial partnering and wetland permits seem to be hinging on this. President Carlson asked Roeschlein to bring back cost estimates for the repairs and a maintenance fund. Roeschlein also said that he will be communicating with the road authorities to develop a plan in regards to culvert crossings on the systems that need repair. Administrator Henderson informed the board about the Wetland Credit Reservation Agreement that the District needs in order to continue with the repair process. The cost of purchase wetland credits for .4 acre is \$31,917.60. **Manager Klatt made a motion to authorize Administrator Henderson to sign the Wetland Credit Reservation Agreement and to approve the purchase of wetland credits for \$31,917.60. The motion was seconded by Manager Ritter. Roll call vote was taken. The motion passed with all in favor.**

- 4. Items for Upcoming Meetings
- 5. Upcoming meetings to be announced
- 6. Adjournment of Drainage Authority Meeting – Manager Barber made a motion to adjourn the meeting at 9:15 p.m. The motion was seconded by Manager Wolf. Roll call vote was taken. The motion passed with all in favor.