



**Watershed District Meeting
 MINUTES
 Tuesday, June 16, 2020
 Via teleconference, 6:00 p.m.**

Managers Present:	Tyler Carlson, Dennis Ritter, Gary Barber, Larry Ladwig, Lee Bautch, Emily Wolf, Donavon McKigney, Bill Becker, Scott Klatt
Staff Present:	Scott Henderson, Administrator; John Kolb, Attorney; Sarah Jo Boser, Water Resource Manager; Jon Roeschlein, Ditch & Permit Coordinator
Guests Present:	
Manager’s Absent:	

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 Ritter made a motion to approve the agenda as presented. The motion was seconded by Manager Becker. Roll call vote was taken. The motion passed with 8 in favor, Manager Bautch in attendance but unable to respond.**
3. **Consent Agenda**
 - a. **Financial Reports/Meeting Minutes**
 1. Checks for May
 2. Receipt Book
 3. Revenue Guideline
 4. Cash Balances
 5. Expenditure Report
 6. May 19, 2020 Regular Board Meeting Minutes
 7. Permit Status

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 8 in favor, Manager Bautch in attendance but unable to respond.
4. **Reports – Audit Findings Presentation – Steve Wischmann, BerganKDV**
 - a. **2019 Preliminary Audit Communication Letter and Financial Statements** – Steve Wischmann gave a brief overview of the District’s annual audit for the year ending December 31, 2019. He congratulated the board and staff on an unmodified, clean opinion which is the highest level that can be received. **Manager Becker made a motion to approve the annual audit for the year ending December 31, 2019. The motion was seconded by Manager Barber. Roll call vote was taken. The motion passed with all in favor.**
5. **Reports – Action Items, Reports and Project Updates** – *Administrator Henderson and staff*

- a. Projects and Programs
- i. 1Watershed, 1Plan Coordination – Sarah Jo Boser, Water Resource Manager, read a memo explaining the 1W1P Policy Committee’s desire for the Watershed District to be the plan coordinator for the Joint Powers Collaborative. The District would then work with Stearns County (desired fiscal coordinator). Boser provided some discussion points for consideration. **Manager Barber made a motion to approve the Watershed District as being the plan coordinator for the One Watershed One Plan Joint Powers Collaborative. The motion was seconded by Manager McKigney. Roll call vote was taken. The motion passed with all in favor.**
 - ii. Pope 6 Multiple Purpose Grant Update – Boser gave an update on the Pope CD 6 Multipurpose Drainage Grant. A few landowners have expressed interest in installing BMP’s on their property using this funding. Staff are also working with the engineering firm to utilize some of the funding to assist with the costs of side-inlets that were intended to be installed as a part of the system repair. Using the funds would offset the costs passed on to the landowners along the drainage system.
 - iii. Stony Creek and Unnamed Creek 8/9 project initiation discussion – Administrator Henderson updated the board on the Stoney Creek and Unnamed Creeks #8/#9 stabilization project. The District submitted a grant application in 2019 for the restoration of the creeks but wasn’t able to obtain any funding during that grant cycle. The approximate costs to stabilize 1.5 miles of Stoney Creek would be approximately 1.98 million and 2.5 miles of Unnamed Creek #8/#9 would be 3.3 million. The estimated reduction of TSS for Stoney Creek alone would account for roughly 73% of the TMDL load reduction goal, nearly achieving load reductions needed to restore the waterbody and reaching the goal of delisting the creek as impaired. Henderson noted that this information was a reminder and an item for discussion moving forward. Henderson also discussed funding options for these projects.
 - iv. Greenbelt Discussion Update – Administrator Henderson let the board know that staff was moving the conversation about the greenbelts forward.
 - v. JD 2 Sedimentation Ponds – Outlet Repair – Jon Roeschlein, Ditch and Permit Manager, presented a scope of services that was prepared by Houston Engineering to design and repair the outlet of the JD 2 Sediment Ponds. **Manager Becker made a motion to approve the Scope of Services Task Order No. 2020-003. The motion was seconded by Manager Ritter. Roll call vote was taken. The motion passed with all in favor.**
- b. Administration
- i. Building Update – Administrator Henderson gave an update on the new building. Construction is still on schedule with a deadline of September 1st.
 - ii. Administrator Contract – **Manager Ritter made a motion to have a workshop prior to the next meeting to discuss the Administrator’s contract and to bring it to the regular meeting. The motion was seconded by Manager Becker. Roll call vote was taken. The motion passed with all in favor.**
- c. Committee

- i. Citizen Advisory Committee – Administrator Henderson informed the board that the Advisory Committee met via Zoom and all but 2 members were in attendance. It was mostly an informative meeting with not a lot of discussion.
 - 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
6. **Items for Upcoming Meetings**
 - a. 2021 Draft Budget
 - b. Manager Bonds and Oaths
 - c. Board Elections
7. **Upcoming Meetings to be Announced**
 - a. Regular Board Meetings
 1. Tuesday, July 21, 2020 – Regular Meeting
 2. Tuesday, August 18, 2020 – Regular Meeting
 - b. Other Meetings and Events
 1. None at this time
8. **Adjourn Regular Board Meeting – Manager Becker made a motion to adjourn the regular meeting at 8 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 8 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 Wolf. Roll call vote was taken. The motion passed with all in favor.**
3. **Reports**
 - a. Ditch and Permit Manager
 - i. Monthly Report – Written report.
4. **Items for Upcoming Meetings**
 - a. **Redetermination for Stearns CD 17 and CD 24.**
5. **Upcoming meetings to be announced**
6. **Adjournment of Drainage Authority Meeting – Manager Barber made a motion to adjourn the meeting at 8:05 p.m. The motion was seconded by Manager Wolf. Roll call vote was taken. The motion passed with all in favor.**