

Watershed District Meeting
MINUTES
Tuesday, November 17, 2020
 Via teleconference, 6:00 p.m.

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

1. **Call to Order & Pledge of Allegiance** – The meeting was called to order by President Becker at 6:00 p.m.
2. **Moment of Silence for the Passing of Manager Dennis Ritter.** The board and staff observed a moment of silence in remembrance of Manager Ritter and his service to the Watershed District.
3. **Additions/corrections to the agenda items** – President Becker asked for corrections or additions to the agenda. There were none. **Manager Barber made a motion to approve the agenda as presented. The motion was seconded by Manager Ladwig. Roll call vote was taken. The motion passed with all in favor.**
4. **Consent Agenda**
 - a. **Financial Reports/Meeting Minutes**
 1. Checks for October
 2. Receipt Book
 3. Revenue Guideline
 4. Cash Balances
 5. Expenditure Report
 6. Grant/Loan Status
 7. October 20, 2020 Regular Board Meeting Minutes
 8. Permit Status

President Becker and Administrator Henderson received an email from Manager Bautch in regards to expenditures for office furnishings and televisions. Those items were included within the overall budget for the new building and were not above and beyond. **Manager Ladwig made a motion to approve the consent agenda. The motion was seconded by Manager Klatt. 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. Grant 350-Getchell Creek Feasibility Study – Sarah Jo Boser, Water Resource Manager, informed the board that the District requested and received an

amendment on an existing grand to complete a feasibility study on CD26/Getchell Creek. Houston Engineering staff were onsite completing survey work within the drainage system, and will be on-site periodically over the next 8-10 months to complete the necessary survey and field verification work. Houston Engineering and District staff have decided to use this project as a trial run for the project team framework identified in the Sauk River Comprehensive Watershed Management Plan (CWMP/1W1P). As the 1W1P is still in the public comment phase, this project will not be routed through the policy committee. Staff is asking for one board member that would be willing and able to attend meetings and participate in the framework process for the project.

- ii. JD 2 Sedimentation Ponds – Jon Roeschlein, Ditch and Permit Manager, updated the board on the progress of the JD 2 Sedimentation Ponds outlet replacement. Blackstone plans to be mobilizing in a few days. They will block off the work areas and begin dewatering. They hope to have the project complete by December 7th.
- iii. IW1P Update – Sarah Jo Boser, Water Resource Manager, informed the board that the Plan is still out for public comment until December 18th. So far, one set of comments have been received.

b. Administration

- i. MAWD Annual Meeting and Conference – Administrator Henderson informed the board that the MAWD Annual Convention would be done virtually this year due to the pandemic. MAWD is still asking each Watershed District to have 2 voting delegates. Henderson asked the board if they were interested in attending and volunteering to be a delegate. President Becker volunteered to virtually attend and be a delegate. Manager McKigney was interested if his schedule allows. Manager Barber also plans to virtually attend and be a delegate. Manager Klatt was also going to check his schedule. Administrator Henderson reviewed the Resolutions Hearing Packet and discussed the resolution committee's recommendations. **President Becker made a motion to authorize the delegates to vote the same as the Resolutions Committee recommended. The motion was seconded by Manager Klatt. Roll Call vote was taken. The motion passed with all in favor.**

c. Committee

- i. Citizen Advisory Committee – Presentations were sent to the Advisory Committee related to the education department and the 1 Watershed 1 Plan.
- ii. Water Quality/Projects – Managers Hartmann, Becker, McKigney – No comments
- iii. Education/Outreach – Managers Ritter, Bautch, Wolf – No comments
- iv. Rules – Managers Klatt, Ladwig, Wolf – Administrator Henderson send an email to the committee to generate discussion about the fee structure.
- v. Budget – Managers Barber, Becker, McKigney – No comments

6. Items for Upcoming Meetings or of Interest

7. Upcoming Meetings to be Announced

- a. Regular Board Meetings

1. Tuesday, December 15, 2020 – Regular Meeting
 2. Tuesday, January 19, 2021 – Annual Meeting
- b. Other Meetings and Events
1. None at this time
8. **Adjourn Regular Board Meeting – Manager Klatt made a motion to adjourn the regular meeting at 6:40 p.m. The motion was seconded by Manager Barber. 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 Becker at 6:40 p.m.**
2. **Additions/corrections to the agenda item** – President Becker asked if there were changes or additions to the agenda. There were none. **Roll call vote was taken to approve the agenda. The motion passed with all in favor.**
3. **Reports**
 - a. Stearns CD 9
 - i. Repair Discussion – Jon Roeschlein, Ditch and Permit Manager, presented a financial summary to close out the CD 9 contract for repairs with M&M Contractors. The final payment withholds \$4100 for the installation of tile/side inlets to fix the erroneous over excavation. The installation will be done by a different contractor. **President Becker made a motion to make a final payment to M&M Contractors in the amount of \$10,032.28. The motion was seconded by Manager Barber. Roll call vote was taken. The motion passed with all in favor.**
 - b. Stearns/Pope JD 1, Pope CD 6 and CD 11
 - i. Outlet Fee Public Hearing Date Recommendation – Roeschlein explained that the redetermination of benefits was determined using the ACSIC which called for two culverts to be lowered. Several agencies were concerned about the effects this would have on the wetland complexes upstream. After negotiations, it was determined that one culvert could be lowered by 1.5'. In turn, this requires a reduction in the outlet fees for JD 1 and CD 11 and will require notices be sent, and the hearing to be re-opened. **President Becker made a motion to re-open the public hearing on December 22nd, at 6 p.m. The motion was seconded by Manager Ladwig. Roll call vote was taken. The motion passed with all in favor.**
 - ii. Repair Reports – Roeschlein informed the board that if they would like to see the full version of the repair report, to please let him or Administrator Henderson know. There will be a hearing on the repair reports immediately following the redetermination of benefits hearing. Notices will be sent.

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- c. Sauk River Drainage Authority
 - i. Outreach and Branding – Administrator Henderson stated that it was made known during a Citizen Advisory Committee meeting that there is a lack of clarity between the roles and responsibilities of the Drainage Authority and the Watershed District. To help distinguish the two entities as different, Henderson listed off some action items such as a separate logo for the Drainage Authority, separate website page, and expanding the education and outreach efforts within the Drainage Authority. Manager Hartmann suggested changing the font of the Drainage Authority logo to help it look less similar to the Watershed District logo.
 - d. Ditch and Permit Manager
 - i. Monthly Report – Written report.
4. **Items for Upcoming Meetings**
 - a. Hearing for Redetermination for Stearns CD 17 and 24.
 - b. Hearing on Outlet Fee for Pope CD 11 and Stearns/Pope JD 1.
 5. **Upcoming meetings to be announced**
 - a. Other Meetings
 6. **Adjournment of Drainage Authority Meeting – Manager Barber made a motion to adjourn the meeting at 7:20 p.m. The motion was seconded by Manager McKigney. Roll call vote was taken. The motion passed with all in favor.**