



**Sauk River Watershed District Regular Meeting
 MINUTES**

Tuesday, November 16, 2021

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

Managers Present:	Donavon McKigney, Bill Becker, Paul Hartmann, Lee Bautch, Scott Wittkop, Kevin Lahr, Curt Botner, Scott Klatt
Staff Present:	John Kolb, Attorney; Sarah Jo Boser, Water Resource Manager; Jon Roeschlein, Interim Administrator and Ditch & Permit Coordinator
Guests Present:	Todd Malecha, Larry Ladwig, Randy Neumann, Tim Kalina, Steve Notch, Jennifer Olson, Jerry Rapp, Roger Meyer, Ken Meyer, Susan Capitola, Cody Rogahn, Bernie Herickhoff, Gregg Kirckof, Jacquelyn Kirckof, Mike Zimmermann
Manager’s Absent:	David Zerr

1. **Call to Order and Pledge of Allegiance** – The meeting was called to order by President Becker at 6:00 p.m. The Pledge of Allegiance was recited.

2. **Additions/corrections to the agenda items** – President Becker asked for corrections or additions to the agenda. There were none. **Manager Lahr made a motion to approve the agenda as modified. The motion was seconded by Manager Bautch. The motion passed with all in favor.**

3. **Consent Agenda**
 - a. **Financial Reports/Meeting Minutes**
 1. Checks for October
 2. Receipt Book
 3. Revenue Guideline
 4. Cash Balances
 5. Expenditure Report
 6. March 23, 2021 Special Meeting Minutes
 7. October 12, 2021 Board Workshop Minutes
 8. October 19, Regular Board Meeting Minutes
 9. Permit Status
 10. Grant and Loan Status Update

Manager Lahr made a motion to approve the consent agenda with typographical changes to the minutes. The motion was seconded by Manager Klatt. The motion passed with all in favor.

4. **Reports – Action Items, Reports and Project Updates** – *Interim Administrator Roeschlein and staff*
 - a. Projects

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- i. Getchell Creek - Sarah Jo Boser, Water Resource Manager, informed the board that BWSR and the donor have agreed to extend funding until April 29, 2022. The Request for Quotes for the stream stabilization was reposted with a new completion date in hopes that the extra time will allow contractors the ability to do the work. Boser also explained the easement payments and how they were calculated. **Manager Bautch made a motion to approve the easements for James and Jenna Thull (.2 acres), Dennis and Sheila Thull (.44 acres), and Kenneth Meyer (.29 acres) and to authorize staff to sign the easement on behalf of the SRWD. The motion was seconded by Manager McKigney. The motion passed with all in favor.**
 - ii. JD 2 & Miller Bay Update – Boser informed the board that there will be a JD 2 project team meeting on November 15th and that she will provide an update at the December Board Meeting. Boser then gave the board an update on a meeting held on October 29th with staff, Managers Klatt and Zerr, Representatives Posten and Franson, Senator Ingebrigtsen, Todd County Commissioner Neumann, DNR, and landowners. The group discussed lake levels, and viewed Miller Bay and the sediment ponds.
 1. Echo Press Article – In the board packet.
- b. Administration
- i. District Administrator Position Update – President Becker explained the timeline proposed for the interviewing and hiring of a new District Administrator. **Manager Lahr made a motion to have all of the managers rank the candidates and interview the top 4. The motion was seconded by Manager Bautch. The motion passed with majority in favor, Manager Botner opposed.**
 - ii. Permit Application 21-057 Stearns CSAH 12 Exception Process – Jon Roeschlein, Interim Administrator and Ditch and Permit Coordinator, presented a request for an exception from the rules from Stearns County for a 3 mile highway reconstruction. Roeschlein went through the proceedings by asking 4 questions of the board. **Manager Bautch made a motion that special conditions do apply to the applicant’s property that do not apply generally to other property within the District. The motion was seconded by President Becker. The motion passed with all in favor. Manager Bautch made a motion that there is undue hardship to the applicant, as distinguished from mere inconvenience, if the strict letter of the rules is carried out. The motion was seconded by President Becker. The motion passed with all in favor. Manager Bautch made a motion that the proposed activity for which the exemption is sought will not adversely affect the public health, safety, and welfare; it will not create extraordinary public expense; and it will not adversely affect water quality, water control, or drainage in the District. The motion was seconded by President Becker. The motion passed with majority in favor, Manager Hartmann opposed. Manager Bautch made a motion that the intent of the District’s rules are met. The motion was seconded by President Becker. The motion passed with all in favor.**
 - iii. Year End Timesheet Notice – Roeschlein reminded the board to get their timesheets in before the last pay period of 2021.

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- c. Committees
- i. Citizen Advisory Committee – No report
 - ii. Water Quality/Projects – Managers Becker, Hartmann, McKigney - No report
 - iii. Rules – Managers Bautch, Klatt, Lahr - No report
 - iv. Public Relations/Education – Managers Botner, Wittkop, Zerr – The committee had a meeting on November 3rd. Adam Hjelm, Public Outreach Coordinator, included a brief summary of discussion items in the board packet.
5. **Items for Upcoming Meetings or of Interest**
- a. MAWD Annual Meeting – Virtual – December 1st-3rd, 2021
 - i. Conference & Agenda – Roeschlein informed the board of the MAWD Virtual Conference being held December 1-3rd. He told the board to contact the office if they were interested in being registered.
 - ii. Awards and Nomination Forms – Roeschlein presented the nomination forms for Outstanding Watershed Administrator of the Year and Outstanding Watershed Employee.
 - b. Board Workshops – **President Becker made a motion to hold educational board workshops every other month prior to the regular meeting. The motion was seconded by Manager Hartmann. The motion passed with majority in favor, Manager Botner opposed.**
 - c. Board Photos for Website – Roeschlein reminded the board to get pictures to staff for the website.
 - d. Inquiry on check 30348 – Boser explained a check to Kay's Midtown Cafe that was questioned by the board at a previous meeting.
6. **Upcoming Meetings to be Announced**
- a. Regular Board Meetings
 1. Tuesday, December 21, 2021 – Regular Board Meeting. **Manager Bautch made a motion to have the December meeting at its regularly scheduled time with no holiday gathering. The motion was seconded by Manager Hartmann. The motion passed with all in favor.**
 2. Tuesday, January 18th, 2022 – Regular Board Meeting
 - b. Other Meetings
 1. None
7. **Adjourn Regular Board Meeting – Manager Bautch made a motion to adjourn the regular meeting at 7:40 p.m. The motion was seconded by Manager Hartmann. 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 7:45 p.m.**
2. **Additions/corrections to the agenda item** – President Becker asked if there were changes or additions to the agenda. Manager McKigney added discussion on beaver dams to the agenda.

Roeschlein stated that it is already a discussion item. **Manager Lahr made a motion to approve the agenda. The motion was seconded by Manager Bautch. The motion passed with all in favor.**

3. **Drainage Specific Public Comment Period** – Greg Duchene spoke about a beaver dam on CD 6 that's holding water back. Bernie Herickhoff spoke about Pope CD 11.

4. **Reports**

7:00 Public Hearing Kirckof Petition for Property Removal PCD #6 Assessment – President Becker recessed the regular meeting and opened the public hearing. Attorney Kolb presented the request from Gregg Kirckof to remove his property from the benefit roll of CD 6. Kolb explained the process the viewers follow and how they likely would have determined the property had they known there was an existing RIM easement. If the board approves removing the property from the benefits roll, the property would still be obligated to pay its share of the cost incurred through the date of removal. Jon Roeschlein, Interim Administrator and Ditch and Permit Coordinator, did a field inspection of the property and provided a condition report to the board. Kirckof was given the opportunity to speak and the hearing was open for public comment. Jennifer Olson and Todd Malecha spoke. **Manager Bautch made a motion to close the public hearing. The motion was seconded by Manager Lahr. The motion passed with all in favor.** There was considerable discussion amongst the board. **President Becker made a motion to grant the petition to remove the Kirckof land from the benefit roll. The motion was seconded by Manager McKigney. The motion failed 2 to 4, Managers Botner and McKigney abstaining. Manager Botner made a motion to table the decision to the December meeting. The motion failed due to the lack of a second. Manager Lahr made a motion to deny the petition for removal of the land from the benefit role. The motion was seconded by Manager Hartmann. The motion passed with 4 in favor, 2 against, and Managers McKigney and Botner abstaining. President Becker made a motion to continue the hearing at the December meeting so Attorney Kolb can draft a Findings and Order. The motion was seconded by Manager Hartmann. The motion passed with all in favor. The hearing was recessed and regular meeting reopened.**

- a. Pope CD 6 and Pope CD 11 Repair – Jon Roeschlein, Interim Administrator and Ditch and Permit Coordinator, presented quotes for the repair of the upper half mile of CD 6 Branch 1 and the lower half mile of Pope CD 11 main channel. Staff recommends hiring MBC Drainage to complete the repairs. There was discussion amongst the board and landowner Bernie Herickhoff of what could be done on the ditch. **Manager Hartmann made a motion to revise the scope of work to dipping out the ditch, removing the beaver dam, and closing Willow Ditch and get new estimates. The motion was seconded by Manager Lahr. The motion passed with majority in favor, Manager McKigney abstaining.**
- b. Zimmermann – Voxland Buffer Update – Roeschlein updated the board on the Zimmermann buffer violation. Ben Ruley from the Stearns Soil and Water Conservation District (SWCD) has been in contact with Mike Zimmermann. Ruley was told that they were harvesting so he will contact them again in 2 weeks. Roeschlein told the board

that he believes Ruley did the inspection today and he is waiting for a report that he can bring back to the Drainage Authority.

- i. Voxland Inspection Reports – Roeschlein, accompanied by the Farm Manager for Voxland Enterprises, did an inspection on the buffer adjacent to CD 51. There were areas in compliance and not in compliance. The Farm Manager is aware that additional seeding is required and said it will likely be completed in spring of 2022. Roeschlein will send a letter of non-compliance and corrective action and recommends it to be to seed additional buffer along the north side of the property adjacent to CD 51 as necessary to encompass 16.5 feet from the top of the excavated band of the ditch, and to have the seeding completed and growing by June 1, 2022. **Manager Bautch made a motion to send a letter of non-compliance and corrective action. The motion was seconded by President Becker. The motion passed with all in favor.**

- c. Ditch and Permit Manager
 - i. Monthly Report-written report

5. Items for Upcoming Meetings

6. Upcoming meetings to be announced

- i. Tuesday, December 21, 2021 – Regular Drainage Authority Meeting
- ii. Tuesday, January 18, 2022 – Regular Drainage Authority Meeting

- 7. Adjournment of Drainage Authority Meeting – Manager Bautch made a motion to adjourn the meeting at 8:30 p.m. The motion was seconded by President Becker. The motion passed with all in favor.**