



**Sauk River Watershed District Regular Meeting
 MINUTES**

Tuesday, March 15, 2022

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

Managers Present:	Bill Becker, Paul Hartmann, Lee Bautch, Scott Wittkop, Kevin Lahr, David Zerr, Scott Klatt, Donavon McKigney, Curt Botner
Staff Present:	John Kolb, Attorney; Sarah Jo Boser, Water Resource Manager; Jon Roeschlein, Administrator and Interim Ditch & Permit Coordinator, Allison Lightfoot, Monitoring Coordinator
Guests Present:	Randy Neumann, Jerry Rapp, Tim Kalina, Jason Weirnerman, Steve Malz, Steve Notch
Manager’s Absent:	

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 Zerr made a motion to approve the agenda as presented. The motion was seconded by Manager Hartmann. The motion passed with all in favor.**

3. **Consent Agenda**
 - a. Financial Reports/Meeting Minutes
 1. Checks for February
 2. Receipt Book
 3. Revenue Guideline
 4. Cash Balances
 5. Expenditure Report
 6. February 15th, 2022 Regular Board Meeting Minutes
 7. Permit Status Summary

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

4. **Reports – Action Items, Reports and Project Updates** – *Administrator Roeschlein and staff*
 - a. Projects
 - i. JD 2 Project Team Update - Sarah Jo Boser, Water Resource Manager, presented a memo to the board updating them on the JD 2 Project Team.
 - ii. CWMP Workshop – Administrator Roeschlein and Boser discussed arranging a workshop for the Comprehensive Watershed Management Plan (CWMP) that will be held separate from the next board meeting as the workshop would likely take a couple of hours. All board members agreed on holding the workshop after looking at the framework. Manager Lahr requested discussion on new agricultural technologies and how they will fit with the goals of the plan.

Roeschlein was instructed to send out a poll to determine the date where most, if not all, board members are able to attend.

b. Administration

- i. Annual Report – Administrator Roeschlein updated the board on the Annual Report. The Report is almost complete and will be distributed when it’s finished. Outreach Coordinator, Adam Hjelm, is coordinating the report at this time. Some suggestions were given about how to circulate the report, similar to how Todd County Soil and Water Conservation District did it, by inserting it onto the Osakis Anchor. Roeschlein reported that Adam is checking on methods for distribution.
- ii. Water Resource Manager Position – Administrator Roeschlein presented a memo regarding the Water Resource Manager position. Sarah Jo Boser has resigned her position and her last day is March 24, 2022. Roeschlein recommended advertising and filling that position right away. He also presented an updated position description to better reflect the duties that the Water Resource Manager is doing right now. **President Becker made a motion to approve the adjusted position description and to advertise the job opening for rehire as soon as possible. The motion was seconded by Manager Zerr. The motion passed with all in favor.** Manager Zerr and President Becker will serve on the committee to screen applicants and do the interviewing.
- iii. Ditch and Permit Manager Position – Administrator Roeschlein presented a memo on the Ditch and Permit Manager position. He indicated that both candidates that were selected by the committee declined the offer. One candidate came back with a counter offer of \$66,500. Roeschlein indicated that \$66,500 is still within the budgeted amount for 2022 and recommended the District extend second offers out to both candidates with the top candidate being offered that wage first. **Manager Botner made a motion to revise the offer and submit it to the first and second candidates in that order. The motion was seconded by Manager Becker. President Becker called for a roll call vote. Klatt – nay, McKigney – aye, Hartmann – nay, Lahr – nay, Bautch – nay, Wittkop – aye, Zerr – aye, Botner – aye, Becker – aye. The motion passed with 5 in favor and 4 opposed. Manager McKigney made a motion to repost the position if both candidates decline the offer. The motion was seconded by Manager Hartmann. The motion passed with all in favor.**

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 - No report

5. **Items for Upcoming Meetings or of Interest**

- a. CWMP Workshop in April.

6. **Upcoming Meetings to be Announced**

- a. Regular Board Meetings

1. Tuesday, April 19th, 2022 – Regular Board Meeting, 6 p.m.
2. Tuesday, May 17th, 2022 – Regular Board Meeting, 6 p.m.

- b. Other Meetings
 1. None

7. **Adjournment of the Regular Meeting - Manager Bautch made a motion to adjourn the regular meeting at 7:00p.m. The motion was seconded by Manager Klatt. 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 7:00 p.m.**
2. **Additions/corrections to the agenda item** – President Becker asked if there were changes or additions to the agenda. There were none. **Manager Bautch made a motion to approve the agenda as presented. The motion was seconded by Manager Zerr. The motion passed with all in favor.**
3. **Drainage Specific Public Comment Period** – Todd County Commissioner Randy Neumann stated that their ditch coordinator is paid at a rate of \$32.05/hour. There are 7 employees in that particular department with the Soil and Water Conservation District in Todd County.
4. **Reports**
 - a. Interim Ditch and Permit Manager
 - i. Monthly Report- Administrator Roeschlein presented the ditch and permit report. Landowners along the Pope ditches were sent a memo on March 2nd regarding the upcoming repairs. A copy of that memo was included in the board packet. There has been some discussion that JD 2 (Douglas/Todd) may have a potential repair coming up.
5. **Items for Upcoming Meetings - None**
6. **Upcoming meetings to be announced**
 - i. Tuesday, April 19th, 2022 – Regular Drainage Authority Meeting
 - ii. Tuesday, May 17th, 2022 – Regular Drainage Authority Meeting
7. **Adjournment of Drainage Authority Meeting – Manager Bautch made a motion to adjourn the meeting at 7:05 p.m. The motion was seconded by Manager Lahr. The motion passed with all in favor.**