



**Sauk River Watershed District Regular Meeting
 MINUTES**

Tuesday, May 17, 2022

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

Managers Present:	Bill Becker, Paul Hartmann, Scott Wittkop, David Zerr, Scott Klatt, Curt Botner
Staff Present:	John Kolb, Attorney; Jon Roeschlein, Administrator; Galen Gruber, Ditch and Permit Manager
Guests Present:	Randy Neumann, Jerry Rapp, Tim Kalina, Cody Rogahn, Susan Capitola, Bryan VanDenEinde, Janice Hauri, Doreen Kopel, Steve Malz, Jeremy and Melissa Stover, Dick Nelson
Manager’s Absent:	Kevin Lahr, Lee Bautch, Donavon McKigney

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 Hartmann made a motion to approve the agenda as presented. The motion was seconded by Manager Klatt. The motion passed with all in favor.**
3. **Consent Agenda**
 - a. Financial Reports/Meeting Minutes
 1. Checks for April
 2. Receipt Book
 3. Revenue Guideline
 4. Cash Balances
 5. Expenditure Report
 6. April 19th, 2022 Regular Board Meeting Minutes
 7. Permit Status Summary

Manager Klatt made a motion to approve the consent agenda. The motion was seconded by Manager Zerr. The motion passed with all in favor.
4. **Reports – Action Items, Reports and Project Updates** – *Administrator Roeschlein and staff*
 - a. Projects
 - i. CWMP Update – Administrator Roeschlein reported on the Comprehensive Water Management Plan (CWMP). The implementation team met on April 27, 2022 to finalize the budget for the biennial work plan. The policy committee will review the biennial work plan at their meeting on May 26, 2022. Upon satisfactory approval from the policy committee, the work plan will be circulated to each collaborative board for their review and approval. Once that’s complete and all partners approve, the watershed based implementation funding grant can be requested and then work can begin to implement the biennial work plan. The schedule is that the work plan would come before the

Sauk River Watershed District Board at the June board meeting for review and approval. The education and outreach team met on May 9th, 2022 to finalize their presentation to the policy committee for conducting a knowledge survey to citizens of the Watershed.

- ii. Ellis Wetland Restoration Project - Roeschlein reported on the Lessard Sams Outdoor Heritage Council Phase III grant and the project affiliated with that, the Ellis Wetland Restoration Project. That project is moving forward and is located in the upper reaches of the JD 2 subwatershed. The wetland project is funded by Lessard Sams Outdoor Heritage Council funds and a Federal North American Wetlands Conservation Act Grant (NAWCA). The District executed the sub-award contract to administer the NAWCA Grant on behalf of the Nature Conservancy to simplify paying the contractor for the work. The project will be advertised for bids with the intent to award a contract in June and construction to begin shortly thereafter.
- iii. Getchell Creek – Roeschlein informed the board that the work on the third flood plain bench was completed. Major grading was complete by April 29th and seeding was completed by May 6th. The Middle Sauk Protection Grant, received from the Board of Water and Soil Resources (BWSR), ended April 29th. All expenses incurred up to this date have been paid and we are working to close out that grant and complete the final reporting. Jason Weinerman, BWSR, is assisting with this process. We have requested and received an extension on the donor funding for this project through June 30th, 2022. Costs incurred after April 29th, will be paid using these funds.

b. Administration

- i. Miller Bay-Landowner Agreement Discussion – Administrator Roeschlein brought up the Miller Bay Landowner Agreement with the board for discussion. Janice Hauri, representing the Miller Bay landowners, went through the agreement and requested some changes and adjustments to it, such as, clarifying the landowners that will be participating in the work, changing it from an excavation project to a suction dredge project, and other clarifications in the grant agreement. Attorney Kolb agreed to those changes and made the revisions as the meeting proceeded. **Manager Zerr made a motion to approve the revised contract. The motion was seconded by Manager Hartmann. The motion passed with all in favor.**
- ii. Water Resource Manager Position Update – Roeschlein updated the board on the Water Resource Manager Position and informed them that there are no candidates as of May 17th. He recommended that the Board adopt the salary analysis schedule completed in March of 2021 which will bring wages more in line with what the economy is dictating today. Roeschlein presented two options for moving forward. Option 1 was to have an updated salary schedule in place and then to re-evaluate the pay range for the Water Resource Manager Position, adjust the range as necessary, and re-advertise for the position. Roeschlein presented Option 2 based on suggestions from several board members, suggesting we split the work load into 2 positions. After discussion, the board opted to wait with a second position until a later date. They felt it was important to get one person hired as soon as possible. **President Becker**

made a motion to adopt the new salary analysis and schedule from March of 2021. The motion was seconded by Manager Botner. The motion passed with all in favor. Roeschlein was instructed that he would be allowed to consult for the assistance with the water resource work, namely, to get assistance with the facilitation of the CWMP and the JD 2 project team.

- iii. Board Room Technology – Roeschlein presented a memo on board room technology that could be used to livestream their meetings, record them and publish them for review later. The estimate came in around \$71,000 to outfit the board room with the equipment necessary to do so. **Manager Hartmann made a motion not to pursue the board room technology any further. The motion was seconded by Manager Botner. The motion passed with all in favor.**
- iv. BWSR Staff Change – Roeschlein informed the board that the Board of Water and Soil Resources had announced a staffing change for our area. Darrin Mayers has accepted the BWSR Waite Park Board Conservationist Position. He will be assisting the SRWD moving forward. Jason Weirnerman will be assisting local government units in Douglas and Pope Counties in our District and will assist as necessary when projects and programs overlap into his Counties.

c. Committees

- i. Citizen Advisory Committee – No report
- ii. Water Quality/Projects – Managers Becker, Hartmann, McKigney – Meeting on May 24th.
- iii. Rules – Managers Bautch, Klatt, Lahr - No report
- iv. Public Relations/Education – Managers Botner, Wittkop, Zerr - Presented website analytics.

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

- a. Board Workshop – June 21st, 2022 - Managers Powers and Duties
- b. Board Workshop - July 19th, 2022 – 2-Stage Ditch Design

6. **Upcoming Meetings to be Announced**

- a. Regular Board Meetings
 - 1. Tuesday, June 21st, 2022 – Regular Board Meeting, 6 p.m.
 - 2. Tuesday, July 19th, 2022 - Regular Board Meeting, 6 p.m.
- b. Other Meetings
 - 1. None

7. **Adjournment of the Regular Meeting - Manager Zerr made a motion to adjourn the regular meeting at 7:14 p.m. The motion was seconded by Manager Wittkop. 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 7:15 p.m.**
2. **Additions/corrections to the agenda item** – President Becker asked if there were changes or additions to the agenda. There was added discussion of the Dirkes crossing on Stearns County Ditch 15 (CD15). **Manager Wittkop made a motion to approve the agenda as modified. The motion was seconded by Manager Hartmann. The motion passed with all in favor.**
3. **Drainage Specific Public Comment Period** – There were none.
4. **Reports**
 - a. Ditch and Permit Manager
 - i. Monthly Report – Galen Gruber gave his monthly report. An item he wanted to note was that there was another landowner with a crossing on CD 15 that’s having the same failure as Jerry Gill. This was just recently brought to the District’s attention and he will report back to the board with further details at the next drainage authority meeting possibly requesting approval to proceed with repair of this crossing. There was also discussion about the JD 2 sediment ponds. Water levels were high on the ponds after the recent storm events. Roeschlein showed some aerial photos of the ponds referencing where flooding is taking place on east end.
5. **Items for Upcoming Meetings - None**
6. **Upcoming meetings to be announced**
 - i. Tuesday, June 21st, 2022– Regular Drainage Authority Meeting
 - ii. Tuesday, July 19th, 2022– Regular Drainage Authority Meeting
7. **Adjournment of Drainage Authority Meeting** – **Manager Zerr made a motion to adjourn the meeting at 7:30 p.m. The motion was seconded by Manager Wittkop. The motion passed with all in favor.**