



**Sauk River Watershed District Regular Meeting
 MINUTES**

Tuesday, August 16th, 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, Kevin Lahr, Lee Bautch, Donavon McKigney
Staff Present:	John Kolb, Attorney; Jon Roeschlein, Administrator; Galen Gruber, Ditch and Permit Manager
Guests Present:	Randy Neumann, Jerry Rapp, Cody Rogahn, Allen Stommes, John Stommes, Lavern Ludwig, Ryan Ludwig, Matt Symalla, Jerry Zabinski, Hal Undersaunders
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. The Big Sauk Lake Association memorandum of agreement was added to the agenda. **Manager McKigney made a motion to approve the agenda as modified. 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 July
 2. Receipt Book
 3. Revenue Guideline
 4. Cash Balances
 5. Expenditure Report
 6. July 19th, 2022 Regular Board Meeting Minutes
 7. Permit Status Summary

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

4. **Annual Board Re-organization** – Duties to commence at the September Regular Meeting.
 - a. **Manager Bautch made a motion to nominate Bill Becker as president. The motion was seconded by Manager Hartmann. The motion passed with all in favor, President Becker abstaining. Manager Becker made a motion to nominate Lee Bautch as Vice-President. The motion was seconded by Manager Lahr. The motion passed with all in favor, Manager Bautch abstaining. Manager Zerr made a motion to nominate Scott Klatt as secretary. The motion was seconded by President Becker. The motion passed with all in favor, Manager Klatt abstaining. Manager Bautch made a motion to nominate Manager McKigney as treasurer. The motion was seconded by Manager Wittkop. The motion passed with all in favor, Manager McKigney abstaining.**

5. **Reports – Action Items, Reports and Project Updates – Administrator Roeschlein and staff**

a. Administration

- i. Environmental Technician – Roeschlein presented a memo that outlined the need for an environmental technician. He shared a position description and a pay scale with the board. After some discussion, **Manager McKigney made a motion to approve the position description as presented and to authorize Roeschlein to advertise for the position with a pay range of \$37,600 - \$47,000 depending on qualifications. The motion was seconded by Manager Wittkop. The motion passed with all in favor.**
- ii. Public Hearing – LSOHC Grant Acceptance – President Becker opened the hearing for the Lessard Sams Outdoor Heritage Council grant acceptance. Roeschlein provided a memo to the board stating that at the Lessard Sams Outdoor Heritage Council meeting on June 23, 2022, the council approved \$4.091 million to the partnership of Minnesota Land Trust, Pheasants Forever, and the Sauk River Watershed District (SRWD) with \$1.6 million being allocated to the SRWD, to complete wetland restoration work on the parcels with an easement in the Crooked Lake basin, along with other smaller wetland and habitat restoration protection projects. The remaining funding is allocated to Pheasants Forever (\$1.245 million) and Minnesota Land Trust (\$1.245 million) to be used to protect and restore over 1700 acres of wetland and upland habitat. Public comment was opened. There were no questions forthcoming, however, Roeschlein stated that there were questions brought forth before the meeting from Commissioner Neumann from Todd County and Manager Lahr. Manager Lahr questioned where the acres were located that are targeted for restoration. Roeschlein responded that these acres have not all been identified, although there is ongoing work to locate and restore those acres not only by the Watershed District, but also by Minnesota Land Trust and Pheasants Forever. **Manager Bautch made a motion to close the public comment portion of the hearing. The motion was seconded by Manager Hartmann. Manager Zerr made a motion to adopt the order to establish the Sauk River Watershed Habitat Protection and Restoration Phase 4 Project from the Lessard Sams Outdoor Heritage Fund Grant Project #358 and to authorize Administrator Jon Roeschlein to sign the grant agreement on behalf of the Sauk River Watershed District contingent on approval by the Minnesota Board of Water and Soil Resources in accordance with Minnesota State Statutes 103D.605 and BSWR order #21-30. The motion was seconded by Manager Klatt. The motion passed with all in favor.**
- iii. Public Hearing – Preliminary 2023 SRWD Budget Hearing – President Becker opened the public hearing for the 2023 preliminary budget at 6:30 p.m. The budget was presented to the public for comment which also included 2 proposed ditch assessments (Stearns CD 17 and 24). Landowners from the ditch systems were present. Jerry Zabinski, landowner on CD 17, commented that he wasn't sure that this ditch system was serving the purpose it was originally intended for and suggested that the drainage authority consider transferring it to the city as a stormwater conveyance system. Ryan Ludwig, landowner on CD 24, had some questions about the costs that were being proposed for buffer

acquisition as he doesn't believe the alignments that he's reviewed on any of the public maps that he found are correct. He asked that Roeschlein contact him after the meeting to clear up any specific questions. There were no further comments on budget information. **Manager Bautch made a motion to close the public hearing. The motion was seconded by Manager McKigney. The motion passed with all in favor. Manager Zerr made a motion to approve the preliminary 2023 Sauk River Watershed District Budget for the general levy in the amount of \$986,579.66. The motion was seconded by Manager Lahr. The motion passed with all in favor.**

- iv. MAWD – Strategic Plan, Dues Schedule – Roeschlein presented the MAWD strategic plan and dues schedule for the board's consideration and comment. There were no comments regarding the strategic plan. One comment that was received was that the dues schedule had not changed as they apply to the SRWD.
- v. Monitoring Department Update – Miller Bay Samples – Allison Lightfoot, Monitoring Coordinator, was present to answer questions and present her report on the Miller Bay samples.
- vi. Outreach/Education Department Update – Web Analytics were provided for the board's review.

b. Projects

- i. CWMP Update – Fiscal Agent Agreement – Roeschlein presented the Fiscal Agent Agreement to the board for review and approval. To access the watershed based implementation funding provided for the comp plan implementation, the 2022 biennial work plan, each collaborative member must enter into an agreement. **Manager Hartmann made a motion to approve the Fiscal Agent Agreement with Stearns County for the watershed based implementation funding grant as it relates to the Comprehensive Water Management Plan biennial work plan for 2022. The motion was seconded by Manager Wittkop. The motion passed with all in favor.**
- ii. Long/Higgins Lake – Todd County – Workshop request – Roeschlein stated that the Todd County Coordinator, Chris Pelzer, has requested that the Sauk River Watershed District Board or representatives thereof, participate in a work session to discuss how each entity could partner to resolve the high water issue on Long/Higgins Lake. Roeschlein will keep the board posted as to when this gets scheduled. Managers Botner, Klatt and Zerr are interested in a tour of the lake. Administrator Roeschlein will coordinate this scheduling with landowner Megan Jacob.
- iii. Ellis Wetland Restoration Bid Award – Roeschlein informed the board that as part of the Lessard Sams Outdoor Heritage Council Sauk River Watershed Habitat Restoration and Protection Project Phase 3, staff have advertised and received bids for the Ellis Wetland Restoration Project. **Manager Hartmann made a motion to award the contract for the Ellis Wetland Restoration Project to Landwehr Construction Inc. in the amount of \$562,678.73 and authorizes a 10% contingency in the amount of \$56,267.87 for a total expenditure not to exceed \$618,946.60. This award is also contingent on the approval of the North American Wetland Conservation Act (NAWCA). Once NAWCA approves**

the award, Administrator Jon Roeschlein is authorize to execute the contract and sign on behalf of the Sauk River Watershed District. The motion was seconded by Manager Zerr. The motion passed with all in favor.

- iv. Big Sauk Lake Association Memorandum of Agreement – Administrator Roeschlein presented a memorandum of agreement with the Big Sauk Lake Association. **President Becker made a motion to approve the board to serve as the public sponsor in partnership with the Big Sauk Lake Association on their carp management grant. The agreement defines the roles and responsibilities for both the Big Sauk Lake Association and the Sauk River Watershed District in the event that the grant application for fiscal year 2023 BWSR Clean Water Funds Projects and Practices is funded. The motion was seconded by Manager McKigney. The motion passed with all in favor.**

c. Committees

- i. Citizen Advisory Committee – No report
- ii. Water Quality/Projects – Managers Becker, Hartmann, and McKigney –
- iii. Rules – Managers Bautch, Klatt, Lahr - No report
- iv. Public Relations/Education – Managers Botner, Wittkop, Zerr –

6. Items for Upcoming Meetings or of Interest

- a. Red River Partner’s Summer Tour – Grand Forks ND – August 23-25, 2022
- b. September 20th, 2022 – St. Cloud Wastewater Treatment Plant Tour – Board Meeting to follow on site.

7. Upcoming Meetings to be Announced

- a. Regular Board Meetings
 - 1. Tuesday, September 20th, 2022 – Regular Board Meeting (St. Cloud)
 - 2. Tuesday, October 18th, 2022 – Regular Board Meeting, SRWD Office
- b. Other Meetings
 - 1. None

8. Adjournment of the Regular Meeting - Manager Bautch made a motion to adjourn the regular meeting at 7:20 p.m. The motion was seconded by Manager Lahr. 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 7:22 p.m.**
2. **Additions/corrections to the agenda item** – President Becker asked if there were changes or additions to the agenda. There was an additional item added to the agenda regarding a Thull erosion site. **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** – No public comment.
4. **Reports**
 - a. **CD 26**
 - i. **#22-011 Sediment Removal I-94** – Galen Gruber, Ditch and Permit Manager, gave a report on a sediment removal concern on the I-94 crossing on CD 26. Staff are waiting for estimates to get that sediment removed. Gruber included a report to the board in their board packet.
 - ii. **#22-012 Thull Repair** – Gruber provided an inspection report on the Gary Thull property showing erosion on the east bank of CD 26. Again, staff are waiting for estimates from contractors on the repairs and will return to the board for approval if necessary.
 - b. **CD 15**
 - i. **#22-003 Dirkes Crossing Repair** – Gruber reported that the Gill and Dirkes crossing repairs are complete and all appears well.
 - ii. **#22-001 Gill Crossing Repair**
 - c. **Ditch and Permit Manager**
 - i. **Monthly Report** – Gruber presented his monthly report. There were no further comments.
5. **Items for Upcoming Meetings** – None at this time.
6. **Upcoming meetings to be announced**
 - i. September 20th, 2022 – Regular Drainage Authority Meeting (St. Cloud)
 - ii. October 18th, 2022 – Regular Drainage Authority Meeting
7. **Adjournment of Drainage Authority Meeting** – **Manager Wittkop made a motion to adjourn the meeting at 7:55 p.m. The motion was seconded by Manager Zerr. The motion passed with all in favor.**