



**Sauk River Watershed District Regular Meeting
 MINUTES**

Tuesday, January 16, 2024

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

Managers Present:	Bill Becker, Paul Hartmann, Scott Klatt, Russell Miller, David Zerr, Eugene Mensen, Kevin Lahr, Scott Wittkop
Staff Present:	Jon Roeschlein, Administrator; Galen Gruber, Ditch and Permit Manager; Steve Zeece III, Water Resources Manager; Abigail Parker, Public Outreach Coordinator
Guests Present:	Paul Wildman, Randy Neuman, Jerry Rapp, Tim Kalina, Garrett Monson, James Guler, Steve Notch, Larry Bebus, Mike Haller, Steve Gudgell
Manager’s Absent:	Donavon McKigney

Public Comments - Steve Gudgell, Little Birch Lake Association, thanked the board and staff for all of the work to address the outlet problem on Little Birch Lake and that the District was successful in receiving a grant to help pay for the repair.

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** – President 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 Lahr. The motion passed with all in favor.**
3. **Consent Agenda**
 - a. Financial Reports/Meeting Minutes
 1. Checks for December
 2. Receipt Book
 3. Revenue Guideline
 4. Cash Balances
 5. Expenditure Report
 6. December 19th, 2023 Regular Board Meeting Minutes
 7. Permit Summary Table

Manager Miller 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. Administration
 - i. Administrator Report – Administrator Roeschlein reviewed his Administrator’s Report. There was one typographical error. The Personnel Committee is meeting on the 17th of January and not the 19th.
 1. Education and Outreach Coordinator Vacancy – Roeschlein reported to the board that the position description has been revised slightly and the board is required to approve that position description for the Education

and Outreach Coordinator. Abigail Parker has been promoted from the position of Environmental Technician to the Education and Outreach Coordinator position. **Manager Miller made a motion to approve the revised position description for the Education and Outreach Coordinator. The motion was seconded by Manager Zerr. The motion passed with all in favor.** Roeschlein recommended a wage of \$49,000/year for the Education and Outreach Coordinator. **Manager Zerr made a motion to approve a wage of \$49,000/year for Abigail Parker as the Education and Outreach Coordinator. The motion was seconded by Manager Klatt. The motion passed with all in favor.**

- ii. Outreach/Education Department Update – Administrator Roeschlein highlighted the Lunch and Learn that was held on January 8th. The turnout was phenomenal with approximately 50 people in attendance.
- iii. Monitoring Department Update – Roeschlein reviewed the Monitoring Department update. He noted that all of the work that is being done with the lake associations is being paid for by the lake associations. They are picking up the monitoring expenses for the 4 years the District is not monitoring the lake.
- iv. Water Resources Manager Update- Water Resources Manager Steve Zeece III, presented his report. There were no questions.

b. Projects

- i. Little Birch Lake Outlet – Zeece III presented the Little Birch Lake Outlet Project Resolution for the grant. **Manager Hartmann made a motion to approve Resolution #01-2024 Little Birch Lake Outlet Modification Project. The motion was seconded by Manager Miller. The motion passed with 7 in favor and Manager Klatt abstaining.**

c. Committees

- i. Water Quality/Projects – Managers Becker, Hartmann, and McKigney – Meeting late February, date TBD.
- ii. Rules – Managers Klatt, Lahr, Mensen - No report
- iii. Public Relations/Education – Managers Wittkop, Zerr, Miller – Meet prior to the board meeting. Discussion focused on the transition that’s taking place in the education department.
- iv. Budget Committee – Executive Board
- v. Personnel Committee – Executive Board – The Personnel Committee will meet on January 17th.

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

- a. MN Watersheds Newsletter
- b. February 2024 Board Workshop - Watershed Policy and Science, an overview of historical policy that led to our present-day watershed management scheme and the science it is based on (SRWD Monitoring Program overview); Allison Lightfoot
- c. March 2024 Board Workshop – 2023 SRWD monitoring season water quality report; Allison Lightfoot

6. **Upcoming Meetings to be Announced**

- a. Regular Board Meetings



1. Tuesday, February 20th, 2024 Regular Board Meeting, SRWD Office
 2. Tuesday, March 19th, 2024 Regular Board Meeting, SRWD Office
- b. Other Meetings
- i. February 7-8, 2024, Association of Minnesota Counties (AMC) Drainage Conference, Alexandria
7. **Manager Zerr made a motion to adjourn the regular board meeting at 6:25 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 6:25 p.m.**
2. **Additions/corrections to the agenda item** – President Becker asked if there were changes or additions to the agenda. It was noted that there would be no closed session at the end of the meeting. **Manager Wittkop made a motion to approve the agenda as modified. The motion was seconded by Manager Zerr. The motion passed with all in favor.**
3. **Drainage Specific Public Comment Period** – None
4. **Reports**
 - a. **Ditch & Permit Manager** – The Ditch & Permit Manager Galen Gruber reviewed his written report and highlighted the Lunch and Learn and mentioned the next one on February 12th about ditch management, buffers, weed spraying and repairs. He encouraged the board members to attend and it will be noticed as to stay in compliance with open meeting law. There was some discussion on the JD 2 Sediment Ponds. Gruber has been in contact with R-Way Pumping and plans to reconnect early next spring to discuss potential future maintenance options.
5. **Items for Upcoming Meetings** –
6. **Upcoming meetings to be announced**
 - a. **Regular Drainage Meetings**
 - i. Tuesday, February 20th, 2024 – SRWD Office
 - ii. Tuesday, March 19th, 2024 – SRWD Office
7. **Closed session: Pending Litigation Discussion** – Attorney Kolb
8. **Adjournment of Drainage Authority Meeting** – **Manager Wittkop made a motion to adjourn the meeting at 6:35 p.m. The motion was seconded by Manager Zerr. The motion passed with all in favor.**