



Sauk River Watershed District Regular Meeting
MINUTES

Tuesday, March 19, 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, Kevin Lahr, Scott Wittkop, Donavon McKigney
Staff Present:	Jon Roeschlein (virtual connection), Administrator; Galen Gruber, Ditch and Permit Manager; Steve Zeece III, Water Resources Manager; Abigail Parker, Public Outreach Coordinator; Hannah Schacherl, Legal Counsel
Guests Present:	Randy Neuman, Jerry Rapp, Tim Kalina, Paul Wildman
Manager’s Absent:	Eugene Mensen

Public Comments - Todd County Commissioner Randy Neuman asked staff to provide him the expiration date on the cost share contract for the Battle Point Park shoreline restoration. Douglas County Commissioner Jerry Rapp reported that on April 16th, the Osakis Lake Improvement District Hearing will be held at the Osakis High School.

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 Klatt made a motion to approve the agenda as presented. The motion was seconded by Manager Zerr. 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 20th, 2024 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 noted a change in his report that the Personnel Committee meeting will be moved to the day of the regular meeting, April 23rd. There were no questions for Roeschlein regarding his report.
 - ii. Outreach/Education Department Update – The Outreach/Education Department update was presented to the board. There were no questions.

1. Drainage Lunch and Learn Summary – Galen Gruber, Ditch and Permit Manager, presented a summary of the Lunch and Learn events for the board to review with some statistics of participation.
 - iii. Monitoring Department Update – The Environmental Monitoring Manager’s monthly update was presented. There were no questions.
 - iv. Water Resources Manager Update- Water Resources Manager Steve Zeece III reviewed some of the highlights of his report and talked about the Getchell Project work that staff has been working on and the fact that he had met with several landowners that were in support of doing a storage project.
 1. SRCWMP Resolutions – FY 22 Supplemental Grant, CRP Incentives Grant – Zeece III presented the 3 resolutions for Sauk River Comprehensive Water Management Plan work. Resolution 03-2024 for Fiscal year 2022 workplan amendment: Zeece reported that the amendment was just a reallocation of funds that weren’t going to be used and that have been shifted to objective 4 in the work plan as it relates to the JD 2 alternatives analysis work in the amount of \$70,389.47. **Manager Zerr made a motion to approve Resolution 03-2024. The motion was seconded by Manager Miller. The motion passed with all in favor.** Resolution 04-2024 for Fiscal year 2022 supplemental funding from BWSR: This resolution outlined the budget for how those funds would be used. **Manager Hartmann made a motion to approve Resolution 04-2024. The motion was seconded by Manager Wittkop. The motion passed with majority in favor, Manager Klatt abstaining.** Resolution 05-2024 for the CRP Incentives Grant received from BWSR. This program provides an additional one-time incentive payment for those to enroll in continuous CRP programs. **Manager McKigney made a motion to approve Resolution 05-2024. The motion was seconded by Manager Miller. The motion passed with majority in favor, Manager Lahr against.**
 - b. Projects - None
 - c. Committees
 - i. Water Quality/Projects – Managers Becker, Hartmann, and McKigney – Met March 7th, 2024. Allison Lightfoot, Environment Monitoring Manager, presented a draft of her presentation of the 2023 water quality monitoring information for the district. Zeece III was available at the meeting to discuss projects he had outlined in detail at the February meeting.
 - ii. Rules – Managers Klatt, Lahr, Mensen - No report
 - iii. Public Relations/Education – Managers Wittkop, Zerr, Miller – No report
 - iv. Budget Committee – Executive Board
 - v. Personnel Committee – Executive Board – The Personnel Committee meeting was moved to April 23rd prior to the board meeting.
5. **Items for Upcoming Meetings or of Interest**
- a. MN Watersheds Newsletter
 - b. JD 2 Sediment Pond Inspection Report



6. **Upcoming Meetings to be Announced**

a. Regular Board Meetings

1. Tuesday, April 16th, 2024 Regular Board Meeting, SRWD Office. **Manager Zerr made a motion to move the regularly scheduled April 16th board meeting to April 23, 2024. The motion was seconded by Manager McKigney. The motion passed with all in favor.**
2. Tuesday, May 21st 2024 Regular Board Meeting, SRWD Office

b. Other Meetings

- i. March 28th, 2024 – Lunch and Learn-What is the Sauk River Watershed District-Eden Valley Community Center, 11:00 a.m.

7. **Manager Klatt made a motion to adjourn the regular board meeting at 6:30 p.m. The motion was seconded by Manager Zerr. 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 6:30 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 Wittkop made a motion to approve the agenda as presented. The motion was seconded by Manager Hartmann. The motion passed with all in favor.**
3. **Drainage Specific Public Comment Period** – None
4. **Reports**
 - a. CD #17-Xcel Service Center, Permit #23-061 – Galen Gruber, Ditch and Permit Manager, presented the CD 17 Xcel Service Center Permit #23-061 request for variance. Xcel wishes to crowd the buffer area of CD 17 on the east side of the ditch, west side of their property in order to develop a service center for their workers and equipment. In exchange for crowding the buffer area, Xcel agrees to provide a permanent 60 feet easement right-of-way to the drainage authority for access to the ditch on the west side, which would provide adequate space for any maintenance work that may need to be completed in that short stretch. Gruber presented the details of this proposal and discussed the options that were reviewed. Staff recommends that the drainage authority accept the permanent right-of-way easement on the west side of CD 17 in exchange for allowing Xcel to encroach on the buffer on the east side. The area that Xcel will encroach will collect the water and provide stormwater treatment before it leaves their property.
 - i. **Manager McKigney moved to grant the variance request to Permit #23-061 as submitted, Second by Manager Hartmann. Further discussion was held in regard to tree removal on the west side of SCD #17 within the permanent right of way being granted to SCD #17. President Becker called the question. Motion failed.**
 - ii. **Manager Hartmann made a motion to approve the variance with the condition that Xcel will remove the trees from the top of the bank landward on the west side of CD #17 within the area they are providing a permanent easement. The motion was seconded by Manager Lahr. Roll call vote was taken: Lahr, aye; Hartmann, aye; McKigney, no; Klatt, aye; Becker, no; Wittkop, aye; Zerr, aye; Miller, no; Mensen, absent. The motion passed with 5 in favor, 3 opposed.**
 - b. Stearns CD #11-Vogel Settlement – Gruber reported on the Stearns CD 11 Vogel settlement. All of the documentation is in place and the check will go out as soon as all of the signatures are received. This issue should now be settled.
 - c. Ditch & Permit Manager – The Ditch & Permit Manager Galen Gruber presented his written monthly report and asked if there were any questions. He highlighted a few items in his report.
5. **Items for Upcoming Meetings** –



6. **Upcoming meetings to be announced**
 - a. Regular Drainage Meetings
 - i. Tuesday, April 16th, 2024 – SRWD Office
 - ii. Tuesday, May 21st, 2024 – SRWD Office

7. **Adjournment of Drainage Authority Meeting – Manager Klatt made a motion to adjourn the meeting at 7:04 p.m. The motion was seconded by Manager Zerr. The motion passed with all in favor.**