



Sauk River Watershed District Regular Meeting

MINUTES

Tuesday, April 23, 2024

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

Managers Present:	Bill Becker, Paul Hartmann, Scott Klatt, David Zerr, Scott Wittkop, Eugene Mensen
Staff Present:	Jon Roeschlein (virtual connection), Administrator; Steve Zeece III, Water Resources Manager; Abigail Parker, Public Outreach Coordinator; Hannah Schacherl, Legal Counsel
Guests Present:	Randy Neuman, Jerry Rapp, Steve Gudgell, Larry Bebus, Mike Haller, Paul Wildman
Manager’s Absent:	Kevin Lahr, Donavon McKigney, Russell Miller

Public Comments -

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 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 March
 2. Receipt Book
 3. Revenue Guideline
 4. Cash Balances
 5. Expenditure Report
 6. March 19th, 2024 Regular Board Meeting Minutes
 7. Permit Summary Table

A correction was made to the March 2024 drainage meeting minutes. **Manager Klatt made a motion to approve the consent agenda with the correction to made to the minutes. The motion was seconded by Manager Wittkop. 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 informed the board that the Personnel Committee had met and will present a final draft of the Personnel Policy at the May 2024 meeting for board review and approval. The next KASM visit will be May 16th.
 1. Pay Equity Report – Roeschlein presented the Minnesota Pay Equity report for approval by the board. The report shows that the district is in compliance with state law. **Manager Zerr made a motion to approve**

the Minnesota Pay Equity Report and authorized Roeschlein to submit the report as required. The motion was seconded by Manager Wittkop. The motion passed with all in favor.

2. OLID Public Hearing report/discussion – President Becker opened up discussion on the Osakis Lake Improvement Hearing that was held on April 16, 2024. Manager Mensen discussed several items with the board. Roeschlein noted that overall, the hearing went well. He also noted that he wrote a letter to the commissioners following the hearing, as well as, a letter to the editor. Manager Zerr and Manager Hartmann were both in attendance at the hearing and shared their opinions with the board. Todd and Douglas County Commissioners will both need to either approve or deny the establishment of the Lake Improvement District at their upcoming meetings in May.
 - ii. Outreach/Education Department Update – The Outreach and Education Department update was presented to the board.
 1. 2023 Annual Report – The 2023 Annual Report was presented to the board for approval. **Manager Klatt made a motion to approve the 2023 Annual Report. The motion was seconded by Manager Mensen. The motion passed with all in favor.**
 - 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 presented his monthly report. He briefly outlined the grants and projects that the district is managing. He also spoke on the Little Birch Lake Rock Arch Rapids project and the Sauk River Comprehensive Watershed Management Plan.
 - v. Legislative Update – Attorney Schacherl presented a legislative update for the board. Discussion then turned to the Little Birch Lake dam project.
- b. Projects
- i. Little Birch Lake Outlet
 1. Board Action re: Board Order – Schacherl presented a supplemental resolution to reopen project proceedings to reallocate and determine project benefits, appoint an engineer, and direct further proceedings. **Manager Hartmann made a motion to approve the resolution. The motion was seconded by Manager Wittkop. Roll call vote was taken. Zerr, aye; Becker, aye; Hartmann, aye; Klatt, abstain; Lahr, absent; Mensen, aye; McKigney, absent; Miller, absent; Wittkop, aye. The motion passed with 5 in favor, one abstention, and 3 absent.** A copy of the resolution is on file in the district office.
 2. Review of Project – Progress, process, and schedule - Roeschlein and Zeece III reviewed the project progress and schedule.
- c. Committees
- i. Water Quality/Projects – Managers Becker, Hartmann, and McKigney – No report
 - ii. Rules – Managers Klatt, Lahr, Mensen - No report
 - iii. Public Relations/Education – Managers Wittkop, Zerr, Miller – No report



- iv. Budget Committee – Executive Board - will meet on May 21st prior to the board workshop at 3:30.
- v. Personnel Committee – Executive Board – The Personnel Committee meeting was moved to April 23rd prior to the board meeting and gave a verbal report.

5. Items for Upcoming Meetings or of Interest

6. Upcoming Meetings to be Announced

a. Regular Board Meetings

- 1. Tuesday, May 21st 2024 Regular Board Meeting, SRWD Office
- 2. Tuesday, June 18th, 2024 Regular Board Meeting, SRWD Office

b. Other Meetings

- i. May 21st, 2024 – Board Workshop at 4:30 p.m.; Parliamentary Procedures – John Kolb

7. Manager Zerr made a motion to adjourn the regular board meeting at 7:10 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 7:10 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. **Ditch & Permit Manager** – The Ditch & Permit Manager report was presented. There were no questions or concerns.
5. **Items for Upcoming Meetings** –
6. **Upcoming meetings to be announced**
 - a. **Regular Drainage Meetings**
 - i. **Tuesday, May 21st, 2024** – SRWD Office
 - ii. **Tuesday, June 18th, 2024** – SRWD Office
7. **Adjournment of Drainage Authority Meeting** – **Manager Wittkop made a motion to adjourn the meeting at 7:15 p.m. The motion was seconded by Manager Zerr. The motion passed with all in favor.**