REVISED
Regular Meeting Draft Agenda
Tuesday, June 18, 2013
Located at: SRWD Office at 6:00 p.m.
Agenda Codes: BA-Board Action I-Information

6:00 1. Call To Order & Pledge of Allegiance-President Harren
6:00 PM meeting called to order by President John Harren, on May 21, 2013 at the SRWD Office, Sauk Centre, MN.

6:02 2. Additions/or corrections to the agenda items-President Harren
Additional items or corrections to be added to the agenda for action or information.

6:10 3. Consent Agenda (approved by one motion)-President Harren

a. April 1-30 2013 Financial Report/Meeting Minutes
   1. Check Register for General Fund 101 1-2 BA
   2. Revenue Guideline 3-9 BA
   3. Expenditure Report 10-40 BA
   4. May 21, 2013 Meeting Minutes 41-50 BA
   5. June 4, 2013 Special Meeting Minutes 51-52 BA

b. Contracts for Approval-NONE


c. Permits recommended for approval-NONE


d. Grant Applications for Approval-NONE


e. Resolutions for Approval
   15-13 Angler Drive 53-55 BA

f. Board Action Items for Approval
   16-13 Septic Mailing 56-57 BA
   17-13 Groundwater Education Kit 58-59 BA
   18-13 Chemical Kit Restock 60-61 BA
   19-13 Hach Spectrophotometer 62-63 BA
   20-13 Summer Teacher Trainings 64-65 BA
   21-13 Osakis Science Dept Fund Request
<table>
<thead>
<tr>
<th>Date</th>
<th>Description</th>
<th>Amount</th>
<th>Fund Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>22-13</td>
<td>Melrose School Request</td>
<td>66-67</td>
<td>BA</td>
</tr>
<tr>
<td>23-13</td>
<td>ROCORRI Enviro Program Request</td>
<td>68-69</td>
<td>BA</td>
</tr>
<tr>
<td>24-13</td>
<td>Infiltrometer purchase</td>
<td>70-71</td>
<td>BA</td>
</tr>
<tr>
<td>25-13</td>
<td>Penetrometer purchase</td>
<td>72-73</td>
<td>BA</td>
</tr>
<tr>
<td>26-13</td>
<td>Family Fun Night Approval</td>
<td>74-75</td>
<td>BA</td>
</tr>
<tr>
<td>27-13</td>
<td>Pontoon Tour Approval</td>
<td>76-78</td>
<td>BA</td>
</tr>
<tr>
<td>28-13</td>
<td>Erosion Control Materials-REVISED</td>
<td>79-80</td>
<td>BA</td>
</tr>
<tr>
<td>29-13</td>
<td>Osakis HS Fencing Purchase</td>
<td>81-82</td>
<td>BA</td>
</tr>
<tr>
<td>30-13</td>
<td>Blue Heron Replacement Plant Materials</td>
<td>83-84</td>
<td>BA</td>
</tr>
<tr>
<td>31-13</td>
<td>Plant Material Osakis HS</td>
<td>85-86</td>
<td>BA</td>
</tr>
<tr>
<td>32-13</td>
<td>SRWD BMP Tools Purchase</td>
<td>87-88</td>
<td>BA</td>
</tr>
</tbody>
</table>

**g. Loans, Grants, Appropriations**

* **Grants Project Approvals**

<table>
<thead>
<tr>
<th>Landowner</th>
<th>Project Installed</th>
<th>Amount to Encumber</th>
<th>Fund Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>William &amp; Caroline Eisenreich</td>
<td>Slope stabilization</td>
<td>$5,000</td>
<td>323</td>
</tr>
<tr>
<td>Darwin Siebell</td>
<td>Shoreline</td>
<td>$17,000</td>
<td>315</td>
</tr>
<tr>
<td>Chad &amp; Trista Buening</td>
<td>Shoreline</td>
<td>$4,000</td>
<td>330</td>
</tr>
</tbody>
</table>

* **Grant Payment Approvals**

<table>
<thead>
<tr>
<th>Landowner</th>
<th>Project Installed</th>
<th>Amount to Pay</th>
<th>Fund Code</th>
<th>Pay to</th>
<th>Partnered with</th>
</tr>
</thead>
<tbody>
<tr>
<td>Stearns County Fair board</td>
<td>Rain Garden</td>
<td>$67.00</td>
<td>323</td>
<td>Morning Sky Greenery</td>
<td>Fairboard</td>
</tr>
<tr>
<td>Stearns County Fairboard</td>
<td>Rain Garden</td>
<td>$693.00</td>
<td>323</td>
<td>RS Gutters</td>
<td>Fairboard</td>
</tr>
<tr>
<td>Darwin Siebell</td>
<td>Shoreline Rest.</td>
<td>$15,525</td>
<td>315</td>
<td>Ultimate Landscapes</td>
<td></td>
</tr>
<tr>
<td>1st National Bank</td>
<td>3 rain gardens</td>
<td>$10,000</td>
<td>322</td>
<td>First National Bank</td>
<td></td>
</tr>
<tr>
<td>Bill Eisenrich</td>
<td>Stormwater</td>
<td>$5,000</td>
<td>323</td>
<td>Anything Outdoors</td>
<td></td>
</tr>
<tr>
<td>City of Rockville Lions Park</td>
<td>Rain Garden</td>
<td>$2,946.93</td>
<td>322</td>
<td>City of Rockville Reimb.</td>
<td></td>
</tr>
<tr>
<td>Dave Stefaniak</td>
<td>Shoreline</td>
<td>$1,569.30</td>
<td>323</td>
<td>Alex Irrigation and Landscaping</td>
<td></td>
</tr>
<tr>
<td>Stearns Co</td>
<td>Rain</td>
<td>$22.20</td>
<td>323</td>
<td>Morning</td>
<td></td>
</tr>
</tbody>
</table>
SAUK RIVER WATERSHED DISTRICT
BOARD OF MANAGERS
524 4th St South, Sauk Centre, MN 56378
Phone: (320) 352-2231 Fax: (320) 352-6455

Fairboard garden
Stearns County Fairboard Raingarden $4,266 323 Anything Outdoors
Osakis HS Raingarden $550.00 315 Osakis High School

- Loan Project Approvals

<table>
<thead>
<tr>
<th>Landowner</th>
<th>Project Installed</th>
<th>Amount to Encumber</th>
<th>Fund Code</th>
<th>Pay to</th>
</tr>
</thead>
<tbody>
<tr>
<td>Scott Edenloff</td>
<td>Diversification Berm</td>
<td>$6,000</td>
<td>223</td>
<td></td>
</tr>
</tbody>
</table>

- Loan Payment Approvals

<table>
<thead>
<tr>
<th>Landowner</th>
<th>Project Installed</th>
<th>Amount to Pay</th>
<th>Fund Code</th>
<th>Pay to</th>
<th>Partnered with</th>
</tr>
</thead>
<tbody>
<tr>
<td>Karla &amp; Scott Edenloff</td>
<td>Stormwater</td>
<td>$4,250</td>
<td>223</td>
<td>Winter Inc.</td>
<td></td>
</tr>
</tbody>
</table>

- Appropriations

<table>
<thead>
<tr>
<th>Payee</th>
<th>Description of Payment</th>
<th>Amount</th>
<th>Payment Code</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Todd County</td>
<td>Special Assessment Fee</td>
<td>$864.00</td>
<td></td>
</tr>
<tr>
<td>2. UW Superior</td>
<td>Macro invertebrate analysis</td>
<td>$6,900.00</td>
<td>101</td>
</tr>
<tr>
<td>3. Wenck</td>
<td>CD11 Stearns</td>
<td>$79.30</td>
<td>CD11</td>
</tr>
<tr>
<td>4. Wenck</td>
<td>General</td>
<td>$3,062.40</td>
<td>101</td>
</tr>
<tr>
<td>5. Wenck</td>
<td>CD15/26 Borgerding</td>
<td>$746.35</td>
<td>CD26</td>
</tr>
<tr>
<td>6. Wenck</td>
<td>CD15/26</td>
<td>$7,242.40</td>
<td>CD15/26</td>
</tr>
<tr>
<td>7. Wenck</td>
<td>CD51-Zimmerman</td>
<td>$312.60</td>
<td>CD51</td>
</tr>
<tr>
<td>8. Wenck</td>
<td>Comp Plan</td>
<td>$1,291.50</td>
<td>101</td>
</tr>
<tr>
<td>9. Wenck</td>
<td>CD51 Plans and Spec</td>
<td>$565.00</td>
<td>CD51</td>
</tr>
</tbody>
</table>

6:15 6. Open Discussion from the Public
Opportunity for the public to address the SRWD Board of Managers.
6:30  7.  Old Business

a) **County Ditch 51**
   a) Discussion about the repair plans and proposed project to repair CD51.
   b) Zimmerman request for improvement proceeding
   c) Berndt request for improvement proceeding
   d) Bid specifications
   e) Grass buffer strip acquisition memo prepared by legal

   **BA/I**

b) **Comprehensive Plan Update**
   a) An update on the overall plan status will be shared. The draft will be
   available for final review before sending it to required agencies for review.
   When this will be available will be discussed.
   b) Discussion about partner meetings on the draft plan as suggested.

   **I/BA**

6:45

7:15

7:25

d) **Office Location Memo**
   Legal has provided a memo on how the SRWD could address funding of a
   building or purchase of property.

   **I/BA**

7:40

c) **Weed Harvester Memo**
   A finding of fact memo will be provided to the board regarding the Weed
   Harvester Project.

   **BA/I**

7:45

e) **RESPEC Contract for Watershed Wide Modeling and Runoff**
   **Rates and Fees for Management Districts**
   A draft contract will be provided to the board at the meeting for discussion and
   review. We are finalizing some of the details in the contract. Approve
   authorization to sign when completed.

   **I/BA**

f) **Engineering RFP Project Update**
   A RFP draft has been provided in your board packet for discussion. I have not
   received feedback as of the mailing of this packet from our attorney. There may
   be some minor changes needed but the draft is ready for review and discussion by
   the board.

   **I/BA**
h) **Fee Schedule**

Legal has provided a memo regarding the presentation given by staff at the last meeting and our abilities and authorities to collect fees and fines on projects under our regulatory authorities.

i) **2014 Draft Budget Discussion**

The budget committee met and discussed the draft budget. A draft budget will be discussed and a presentation will be shared with feedback from the Budget Committee.

---

8:10 8. **New Business**

a) **Resignation**

To accept resignation of Monitoring Coordinator received on June 4, 2013

b) **Job Descriptions and Pay Scale/Range Review**

To discuss the changes to the job descriptions and adjusting of functions within each position as well as review of the pay scale and ranges that will accompany the Comprehensive Plan. A proposal will be presented with recommendations from staff on how to proceed with the current vacancies.

c) **MPCA Clean Water Partnership Grant Applications**

To approve the recently submitted applications for grants to the MPCA and the resolution and conflict of interest forms as prepared by staff. The resolution will be shared with the board at the meeting.

d) **Grants ending discussion**

To approve expenditures that may arise at the end of the grant period of June 30, 2013. The cost share and loan logs will be discussed under this report and in the future utilizing a different format and sharing this detail with the board on a quarterly basis.

8:30 9. **Reports**

a. **Administrator’s Report- Administrator Kovarik**

1. **Ramsey-Washington Metro Watershed**

I/BA
AIS discussion to convey interest at MAWD meeting.

2. **Bank Account Signatures**
   To approve via a resolution to change from three signatures on checks to two. A resolution will be provided to the board at the meeting for discussion and approval.

3. **DNR Grant Contract**
   To discuss and approve DNR Habitat Grant.

4. **Scholarship Recipient Approval**
   To select the 2014 Scholarship recipient

5. **Drainage System Site Visits**
   - Alvord
   - Stommes
   - Blonigen
   - Zimmerman-Berndt

b. **Attorney’s Report**

c. **Engineer’s Report**

d. **Permit Program Report**
   1. Todd County East Lake Bridge Replacement
   2. Todd County Boss Creek Bridge Replacement
   3. Alexander Point/Big Fish Development
   4. JD2 Assessment Update (The information is ready but will be shared at the July meeting due to the number of items on the agenda.)
   5. Wenner Gas Company Escrow Agreement
   6. Trident Development LLC
   7. City of Eden Valley

e. **Calendar Items:**

f. **Board Member Meeting Reports:**

10. **Items for Next Meeting Agenda**
    Managers and staff can suggest items for discussion for the next board meeting.

11. **Upcoming Meetings to Be Announced**

<table>
<thead>
<tr>
<th>Meeting Date</th>
<th>Meeting Description</th>
<th>Meeting Location</th>
<th>Meeting Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>6-25-13</td>
<td>Stearns County Commissioners</td>
<td>St. Cloud (Holly, John, Steve, Jason,)</td>
<td>9:05 a.m.</td>
</tr>
</tbody>
</table>
12. FYI ITEMS

- FEMA Project completion on Pope County drainage systems has been completed with the receipt of the final payment of $1,692.50.
- City of Osakis, MDA representative, and Osakis Creamery have been notified regarding the concern raised at the May 2013 board meeting. A copy of the letters can be provided at the Manager’s request.
- We received a thank you from the Lehmkuhl family.
- We received a thank you from the Bechtold family.

8:45 13. Adjourn

All Sauk River Watershed District meetings are handicap accessible.
An attempt will be made in advance to accommodate any other individual need for special services. Call the above number if any special arrangements need to be made.