Shell Rock River Watershed District  
Regular Meeting Minutes  
February 9, 2016

Managers Present: Al Bakken, Bruce Haugsdal, Joe Pacovsky, and Mick Delger

Managers Absent: Gary Pestorious, Dan DeBoer and Michal Hanson

Secretary Bakken called the Regular Meeting to order February 9, 2016 at 8:30 a.m., at the Albert Lea City Council Chambers, 221 East Clark Street, Albert Lea, Minnesota.

Manager Pacovsky offered the following motion:
Move to approve the January 12, 2016 Regular Meeting minutes.
Manager Haugsdal seconded the motion.
After discussion, a vote was taken and the motion was unanimously approved.

Manager Haugsdal offered the following motion:
Move to approve the January 2016 Administrative Treasurer’s Report, subject to audit.
Manager Delger seconded the motion.
After discussion, a vote was taken and the motion was unanimously approved.

Manager Pacovsky offered the following motion:
Move to approve the January 2016 Non-Property Tax Treasurer’s Report, subject to audit.
Manager Delger seconded the motion.
After discussion, a vote was taken and the motion was unanimously approved.

Laura Lunde, Lakes Foundation, gave a report:
- The Lakes Foundation passed the Resolution Requesting Extension of Local Sales and Use Tax at their January meeting.
- The City Council meeting on February 8, 2016 was reviewed. The public forum for the Extension of Local Sales and Use Tax was positive. The Lakes Foundation is also circulating a petition for support of the Resolution Requesting Extension of Local Sales and Use Tax.

Andy Henschel, Director of Field Operations, gave a report:
- The Resolution Requesting Extension of Local Sales and Use Tax was discussed. Andy also made reference to the editorial in the February 5, 2016 Albert Lea Tribune and his brief presentation during the public comment portion of the City Council meeting on February 8, 2016.

Manager Pacovsky offered the following resolution:
Move to approve Resolution 2016-03 as follows:

**Resolution 2016-03**

Resolution Requesting Extension of Local Sales and Use Tax
WHEREAS, The Shell Rock River Watershed District Board of Managers (“Board of Managers”) pursues the mission of improving water quality within its boundaries;

WHEREAS, The Shell Rock River Watershed District (the “District”) is charged with implementing the Shell Rock River Watershed District Watershed Management Plan – The Original 10 Year Plan was approved in 2004; and the 2nd Generation Plan dated December 31, 2015 was adopted by the Board (the “Plan”);

WHEREAS, In the 2005 First Special Session, the Minnesota Legislature approved a .5% local option sales and use tax in the city of Albert Lea; with the proceeds of the tax to be used for projects as detailed in the Plan;

WHEREAS, On November 8, 2005, by over 80%, the voters of Albert Lea overwhelmingly voted to approve the sales and use tax (“Sales Tax”);

WHEREAS, The current duration of the Sales Tax is the first of (1) fifteen years after the tax is first imposed (originally March 21, 2016; extended to March 21, 2021); or (2) when the Albert Lea City Council has determined the amount raised shall meet or exceed $15,000,000;

WHEREAS, the District desires to extend the benefits available from a local option sales tax to continue the implementation of the Plan;

WHEREAS, the lakes within the boundaries of the District are the at the center of community life, as well as the local tourism economy;

WHEREAS, water quality and clarity improvements are vital to the growth of the local economy and quality of life within the boundaries of the District;

WHEREAS, many water quality and lake improvements in the public's interest have been completed resulting from the Sales Tax;

WHEREAS, the City Council, of the City of Albert Lea, Minnesota, is considering whether to extend the Sales Tax for 15 years or $15 million, whichever comes first to implement the Plan;

Now, therefore, be it resolved that the Shell Rock River Watershed supports the extension of the Sales Tax for 15 years or $15 Million, whichever comes first, for the implementation of the Plan.

Manager Haugsdal seconded the resolution.
After discussion, a roll call vote was taken.

Manager Delger-Yes
Manager Haugsdal-Yes
Manager Pacovsky-Yes
Manager Bakken-Yes
The resolution was unanimously approved.
The Proposal of Services with WSB for Upper Twin Lake Pump Station, electrical engineering and permit costs were discussed.

Manager Haugsdal offered the following resolution:

Move to approve Resolution 2016-04 as follows:

Resolution 2016-04
Upper Twin Lake Pump Station
Approval of Engineering Proposal

WHEREAS, The Shell Rock River Watershed District Board of Managers (“Board of Managers”) pursues the mission of improving water quality within its boundaries;

WHEREAS, The Shell Rock River Watershed District (the “District”) is charged with implementing the Shell Rock River Watershed District Watershed Management Plan (the “Plan”);

WHEREAS, the District initiated the Upper Twin Lake Pump Station, Project No. 2015-02, (the “Project”) on July 14, 2015.

WHEREAS, the District has identified numerous Project goals and objectives from the Plan that are accomplished by the Project.

WHEREAS, the Board of Managers has been presented with an engineering proposal for Upper Twin Lake Pump Station from WSB and Associates (the “Engineering Proposal”);

WHEREAS, the Board of Managers having reviewed the Engineering Proposal, and has determined that approval of the Engineering Proposal will further the objectives of the Plan;

THEREFORE, the Board of Managers hereby finds that the Project has the potential to promote the public interest and welfare, is practicable, and conforms to the watershed management plan as set forth above.

NOW THEREFORE, be it hereby Resolved that the Shell Rock River Watershed District:

Sec. 1: Approves the Upper Twin Lake Pump Station Engineering Proposal at a cost of $59,550.00; and

Sec. 2: Authorizes District staff and Attorney to negotiate the terms of the detailed contract.

Manager Delger seconded the resolution.
After discussion, a roll call vote was taken.

Manager Delger-Yes
Manager Haugsdal-Yes
Manager Pacovský-Yes
Manager Bakken-Yes
The resolution was unanimously approved.

- The Proposal of Services with WSB for the Lower Twin Lake Velocity Culvert was discussed.

Manager Delger offered the following resolution:

Move to approve Resolution 2016-05 as follows:

Resolution 2016-05
Lower Twin Lake Fish Barrier
Approval of Engineering Proposal

WHEREAS, The Shell Rock River Watershed District Board of Managers (“Board of Managers”) pursues the mission of improving water quality within its boundaries;

WHEREAS, The Shell Rock River Watershed District (the “District”) is charged with implementing the Shell Rock River Watershed District Watershed Management Plan (the “Plan”);

WHEREAS, the District initiated the Lower Twin Lake Fish Barrier, Project No. 2015-03, (the “Project”) on July 14, 2015.

WHEREAS, the District has identified numerous Project goals and objectives from the Plan that are accomplished by the Project.

WHEREAS, the Board of Managers has been presented with an engineering proposal for Lower Twin Lake Fish Barrier from WSB and Associates (the “Engineering Proposal”);

WHEREAS, the Board of Managers having reviewed the Engineering Proposal, and has determined that approval of the Engineering Proposal will further the objectives of the Plan;

THEREFORE, the Board of Managers hereby finds that the Project has the potential to promote the public interest and welfare, is practicable, and conforms to the watershed management plan as set forth above.

NOW THEREFORE, be it hereby Resolved that the Shell Rock River Watershed District:

Sec. 1: Approves the Lower Twin Lake Fish Barrier Engineering Proposal at a cost of $49,850.00; and

Sec. 2: Authorizes District staff and Attorney to negotiate the terms of the detailed contract.

Manager Pacovsky seconded the resolution.

After discussion, a roll call vote was taken.

Manager Delger-Yes
Manager Haugsdal-Yes
Manager Pacovsky-Yes
Manager Bakken-Yes
The resolution was unanimously approved.

- The upcoming out of state travel, WEDA Midwest Chapter 2016 Meeting, for Brett Behnke and Andy Henschel was discussed.

Manager Pacovsky offered the following motion:
   Move to approve out of state travel.
Manager Haugsdal seconded the motion.
After discussion, a vote was taken and the motion was unanimously approved.

- The ‘Success Report’ was discussed.

Manager Delger offered the following motion:
   Move to approve finalizing the ‘Success Report.’
Manager Haugsdal seconded the motion.
After discussion, a vote was taken and the motion was unanimously approved.

- The Concurrent Session with the City Council and the SRRWD Board of Managers will be held on February 18, 2016 at 5:30 p.m. in the City Council Chambers.

- The next Regular Monthly SRRWD Board Meeting will be held on March 10, 2016 at 5:30 p.m. with the Annual Meeting to follow at 6:00 p.m. in the Freeborn County Board Room.

Manager Pacovsky offered the following motion:
   Move to approve the February 2, 2016 Administration Claims as follows:

<table>
<thead>
<tr>
<th>Shell Rock River Watershed District</th>
</tr>
</thead>
<tbody>
<tr>
<td>Unpaid Bill Detail</td>
</tr>
<tr>
<td>February 2, 2016</td>
</tr>
</tbody>
</table>

**Brett Behnke**
- Mileage 2.21 Administrator Travel $179.40

**Leah Lawrence**
- Office Supplies 4.11 Office Supplies $3.50
- Seminar Meals 2.43 Seminar Meals $35.68
- Seminar Travel 2.41 Seminar Travel $110.98
- Mileage 2.32 Staff Mileage $24.72

**Jerad Stricker**
- Project Supplies 7.45 Reimbursable Project Expense $105.21
- Mileage 2.22 Mileage $72.45

**Andy Henschel**
- Mileage 2.22 Mileage $404.80

Total: $174.88

Total: $177.66

Total: $404.80
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<tr>
<th>Category</th>
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<th>Payroll Liabilities</th>
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<td></td>
<td>Mileage</td>
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<td>2100 Payroll Liabilities</td>
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<td><strong>Verizon Wireless</strong></td>
<td>Cell Phone Service</td>
<td>4.21 Telephone &amp; Internet</td>
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<td><strong>Wells Fargo</strong></td>
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<td>Seminar Fees</td>
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<td>Office Supplies</td>
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<td>Seminar Rooms</td>
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<td>Interest Charge</td>
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<td>Conference Call</td>
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<td>Utilities</td>
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<td><strong>Culligan</strong></td>
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<td><strong>Tri-State Business Machines</strong></td>
<td>Inv# 276475</td>
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<td><strong>Great America Leasing Co.</strong></td>
<td>Lease</td>
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<td><strong>Quill</strong></td>
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<td><strong>MN UI</strong></td>
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Manager Delger seconded the motion.
After discussion, a vote was taken and the motion was unanimously approved.

Manager Delger offered the following motion:

Move to approve the February 2, 2016 Non Property Tax Disbursement as follows:

Sales Tax - Shell Rock River Watershed District
Unpaid Bill Detail
February 2, 2016

Freeborn-Mower Cooperative Services

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Verizon Wireless

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Peterson, Kolker, Haedt & Benda, LTD

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WSB & Associates

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<td>102 Erosion and Water Control</td>
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Manager Haugsdal seconded the motion.
After discussion, a vote was taken and the motion was unanimously approved.

Manager’s Items: Andy Henschel reiterated the positive feedback received at the City Council meeting on February 8, 2016 regarding the Resolution Requesting Extension of Local Sales and Use Tax. The SRRWD will display informational boards for the public in the City Hall common area. The SRRWD will present a ‘Success Report’ PowerPoint presentation to the County Board at one of their upcoming meetings. The City of Albert Lea has invited the SRRWD to attend the State of the City tour. Some SRRWD staff and board managers will attend and be available for questions.

Manager Delger offered the following motion:
Move to adjourn the meeting.
Manager Haugsdal seconded the motion.
Meeting was adjourned.