



WHERE THE FOREST MEETS THE PRAIRIE
Todd County
● MINNESOTA ● EST. 1855 ●

BOARD OF COMMISSIONERS
Work Session Agenda

Tuesday, April 16, 2024

10:00 AM

or immediately following the regular board meeting

*Meeting to be held in the County Board Room
at the Historic Courthouse, 215 1st Ave S, Long Prairie, MN.*

MEETING WILL BE LIVE-STREAMED AT: [HTTPS://WWW.CO.TODD.MN.US](https://www.co.todd.mn.us)

Agenda Item #

Agenda Time:

- | | | |
|----------|---|-------|
| 1 | Sauk River Watershed District Overview and Board Appointments
<i>Jon Roeschlein, SRWD Administrator</i> | 10:00 |
| 2 | Spring Unit Update
<i>Jackie Och/Jena Peterson/Katherine Mackedanz/Steven McCoy/Julie Lambrecht/Laura Lindner, HHS Division</i> | 10:15 |

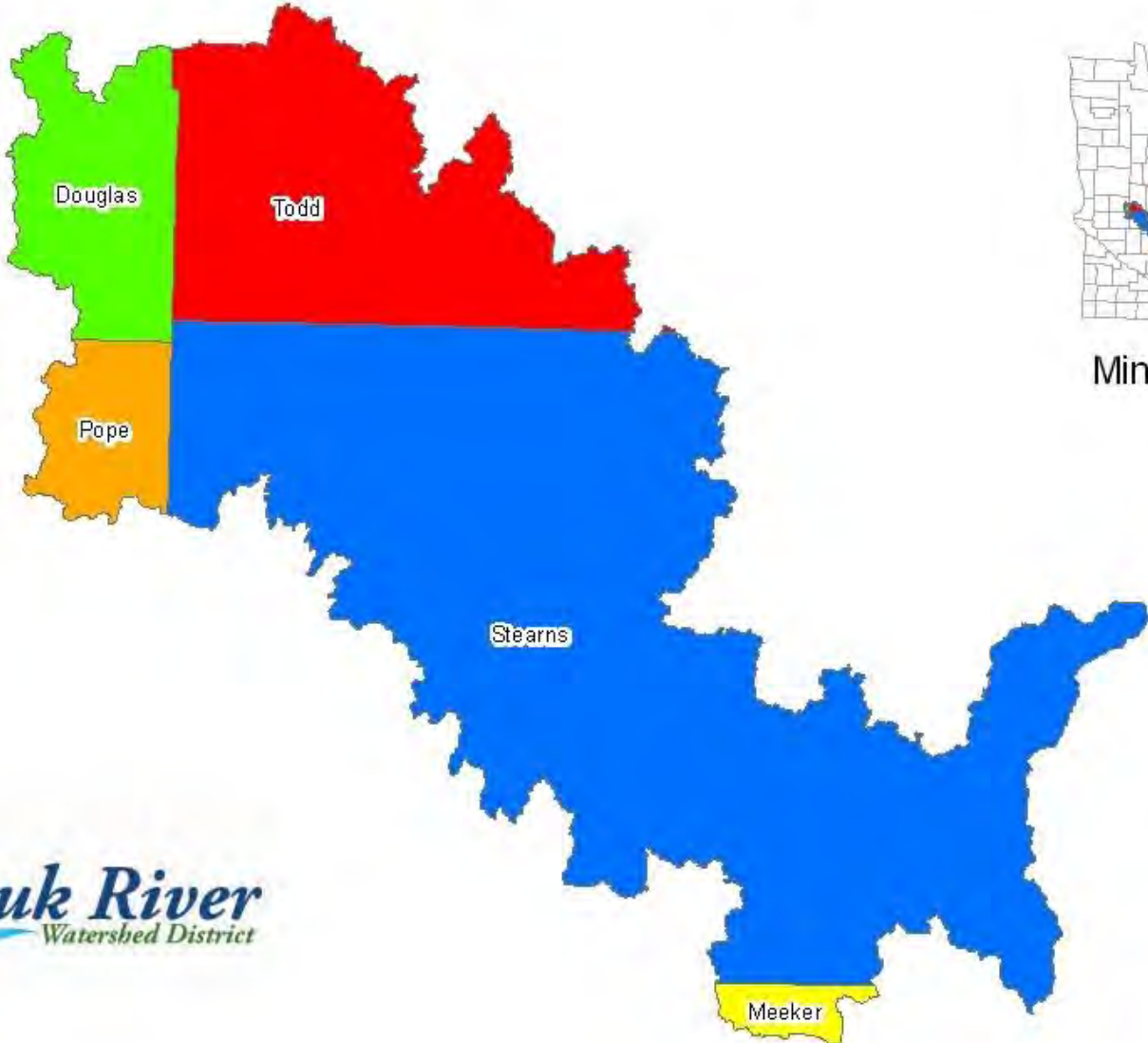
*Commissioners may be in the Commissioner's Board Room prior to the board meeting proceedings.
The County Board will open the meeting at the posted time and reserves the right to alter the agenda schedule for business needs.*



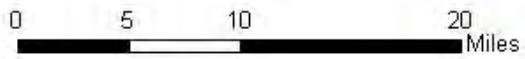
WATERSHED DISTRICT OVERVIEW AND BOARD APPOINTMENTS

JON ROESCHLEIN, ADMINISTRATOR

Sauk River Watershed District



Minnesota



Source: MN DNR Data De II

Produced By: Heather Lehmkuhl SRWD, 2013

103D.311 APPOINTING MANAGERS.

§ Subdivision 1. **Manager qualifications.** A person may not be appointed as a manager who:

- (1) is not a voting resident of the watershed district; and
- (2) is a public officer of the county, state, or federal government, except that a soil and water conservation supervisor may be a manager.



103D.311 APPOINTING MANAGERS...continued

Subd. 2. **Appointment.** (a) At least 30 days before the terms of office of the first managers named by the board expire, the county commissioners of each county responsible for appointing a manager to the watershed district must meet and appoint successors.

(b) The county commissioners must meet at least 30 days before the term of office of any manager expires and appoint a successor.

(c) A vacancy occurring in an office of a manager must be filled by the appointing county board.

(d) Appointing county boards shall provide public notice before making appointments. Published notice must be given at least once by publication in a newspaper of general circulation in the watershed district at least 15 days before an appointment or reappointment is made. The notice must state that persons interested in being appointed to serve as a watershed district manager may submit their names to the county board for consideration.



103D.311 APPOINTING MANAGERS...continued

Subd. 3. **Nominees for city-initiated and metropolitan watershed districts.** (a) If the establishment petition that initiated the watershed district originated from a majority of the cities within the watershed district, the county commissioners must appoint the managers from a list of persons nominated by one or more of the townships and municipalities located within the watershed district. If the district is wholly within the metropolitan area, the county commissioners shall appoint the managers from a list of persons nominated jointly or severally by the towns and municipalities within the district. The list must contain at least three nominees for each manager's position to be filled. The list must be submitted to the county boards affected by the watershed district at least 60 days before the manager's term of office expires. The county commissioners may appoint any managers from towns and municipalities that fail to submit a list of nominees.

(b) If the list is not submitted 60 days before the managers' terms of office expire, the county commissioners must appoint the managers from eligible persons residing in the watershed district.

(c) Managers of a watershed district entirely within the metropolitan area must be appointed to fairly represent the various hydrologic areas within the watershed district by residence of the manager appointed.



103D.311 APPOINTING MANAGERS...continued

Subd. 4. Record of appointed managers.

A record of all appointments made under this section must be filed with the county auditor of each county affected by the watershed district, the secretary of the board of managers, and the Board of Water and Soil Resources.



**The Mission of the Sauk River
Watershed District is to apply our
unique abilities and authorities in ways
that protect and enhance our
watershed's resources for today and
tomorrow.**



POSITION OBJECTIVE:

Protects and enhances the resources of the watershed by providing guidance for overall planning, direction, coordination, and operation in accordance with the mission of the watershed district. Receives and considers public input and make appropriate decisions utilizing scientific principles, cost benefits, and protection of natural resources, public health, safety, and welfare. Exercises the authorities bestowed to a watershed district through Minnesota Statutes 103B, 103D, and 103E. Fosters working relationships with partners and stakeholders to implement watershed district comprehensive plan goals and objectives.

Serves the watershed district as a whole rather than any special interest group or constituency. Represents a sector, location, or interest which is needed on the watershed district board but will not act only on behalf of that interest. Places the purposes of the watershed district ahead of his or her own needs and behaviors.



MINIMUM QUALIFICATIONS:

1. Must meet the State of Minnesota requirements (MN Statute 103D.311) to be appointed a manager:
 - a. A voting resident of the watershed district, and
 - b. Is not a public officer of the county, state, or federal government, except a soil and water conservation supervisor may be a manager.
2. Support the mission and goals of the watershed district.
3. Invest the necessary time and energy to prepare for and attend watershed board meetings and training, serve as liaison to the local community, attend regional and statewide training, and receive and respond professionally to public inquiries.



DESIRED KNOWLEDGE, SKILLS, AND ABILITIES:

1. Experience in water resources, management, administration, or other boards.

RELATIONSHIP WITH APPOINTING AUTHORITY

1. Provides updates on the status of watershed projects and /or programs, as warranted by the appointing authority.
2. While an individual may be appointed by a county, a watershed district manager ***serves the need of and manages the water resources of the watershed district as a whole*** and as set forth in the Comprehensive Watershed Management Plan.



Recommendation:

- Notice the position vacancy/appointment 30-60 days before the commission is scheduled/required to make the appointment. (60-90 days before the manager term ends)
- List the qualifications in the notice
- Screen the applications like you would if you were hiring.
- Interview the interested people
- Select and appoint



Importance of appointing qualified people to the SRWD Board

- **Efficiency** - Knowledgeable and interested people will take less time to learn and be more effective decision makers. This leads to less delays and more productivity.
- **Fiscal Responsibility** – Appointing individuals that are supportive and knowledgeable of the mission and goals of the watershed district reduces time, and ultimately taxpayer money, spent on research, review, and justification for every action taken. Disruptive individuals can hinder progress and cause time and taxpayer money to be spent inefficiently.



In Conclusion – The Sauk River Watershed District (Board and Staff) strives to work together as a team, each player knowing their position and performing their responsibilities to the best of their ability. Teamwork requires trust in the abilities of your teammates. New board members that contain the qualities outlined earlier will acclimate much easier than those without those qualities. Forward progress will be much more cost efficient.

Your commission will be appointing or re-appointing a board manager to the SRWD this spring. It is encouraged that you consider the recommendations provided here when doing so.





Thank you!

Sauk River
Watershed District

Questions???