



TITLE: SAND HILL RIVER
ADVISORY COMMITTEE
ANNUAL MEETING MINUTES

DATE: NOVEMBER 21, 2022

Attendance: Chairman Scott Tollefson called the November 21, 2022 meeting of the Sand Hill Advisory Committee (SHAC) to order at Erickson's Smokehouse in Fertile, MN. Other advisory committee members present included, Phillip Swenson, Roger Black, Ken Pederson, Dave Johnstad, and Steve Taylor. Others in attendance included April Swenby – Sand Hill River Watershed District Administrator, Donna Bjerck – Sand Hill River Watershed District Office Assistant.

Annual Reorganization of the Committee: Chairman Tollefson turned the meeting over to April Swenby. Swenby asked for nominations for Committee Chair. Committee Member Swenson nominated Committee Member Scott Tollefson as chair. Swenby called for nominations three times. Committee Member Pederson made a **Motion** to cease nominations and cast a unanimous ballot for Scott Tollefson, **Seconded** by Committee Member Swenson, **Carried**.

The meeting was then turned over to Chairman Tollefson who presented the agenda.

Agenda: A **Motion** was made by Committee Member Black to approve the agenda as presented, **Seconded** by Committee Member Johnstad, **Carried**.

Minutes: A **Motion** to approve the minutes and dispense the reading from November 19, 2021, was made by Committee Member Pederson, **Seconded** by Committee Member Swenson, **Carried**.

District Financials: The Committee was given the 2021 Audit Report of the Sand Hill River Watershed. There were no questions regarding the reports.

Manager Appointment: The terms of Craig Engelstad and J.J. Hamre are up for reappointment beginning January 1, 2023. Manager Engelstad is willing to serve another term. Manager Hamre is not seeking reappointment.

When the meeting notice was mailed, Chairman Tollefson solicited to the Advisory Committee for a list of interested candidates who may express a willingness to serve, and one possible candidate was presented. Tollefson stated that Joan Lee had called him and indicated that she had asked several people in her district to see if they were willing to serve and she did not have any interested candidates. Shawn Brekke resides in the Nielsville area and the west area of the Sand Hill Watershed District and has stated he would be willing to serve. Brekke has served on the Hubbard Township board and his father was a prior Sand Hill River Watershed District Board manager. The Committee members reviewed the planning regions of the district (regions are divided based on resources and hydrology) and where current managers reside. Hamre resided on the west side of the district near Nielsville. The committee saw the value for continuing to have a board manager on the lower western end, and Brekke would meet that criterion. A **Motion** was made by Committee Member Pederson to recommend that Shawn Brekke be appointed to fill the vacancy. The motion was **Seconded** by Taylor, **Carried**.

Administrator Report: Swenby presented a written report to the Advisory Committee that provided a summary of 2022 activities including 2022 construction project reports, ongoing district tasks, district building and handicapped accessibility progress, administrative changes and upcoming projects and tasks for the future.

Committee Member Comments: There were no committee member comments provided for Swenby to bring to the board of managers.

Adjournment: The next meeting of the SHAC will be at the call of the chair as needed. As there was no further business, a **Motion** was made by Committee Chairman Tollefson to adjourn at 9:40 AM, **Seconded** by Committee Member Black, **Carried**.