

**MINUTES OF THE ROSEAU RIVER WATERSHED DISTRICT BOARD OF  
MANAGERS MEETING HELD December 1, 2010**

**ORDER:** Chairman Todd Miller called the meeting to order at 8:00 a.m.

**MANAGERS PRESENT:** Floyd Haugen, LeRoy Carriere, Laverne Voll and Todd Miller.

**STAFF PRESENT:** Administrator Sando, Administrative Assistant Halstengard

**OTHERS PRESENT:** Refer to attendance sheet.

**DELEGATIONS:**

**AGENDA:** A **motion** was made by Manager Carriere and seconded by Manager Voll to approve the agenda with changes. Carried - unanimous.

**MINUTES:** A **motion** was made by Manager Carriere and seconded by Manager Haugen to approve the November 3, 2010 regular board meeting minutes as mailed. Motion carried unanimously.

**RECEIPTS:**

<b>Receipts -- Memo</b>	<b>Balance</b>
Citizens State Bank -- Interest on checking	\$ 63.33
Roseau County -- share of taxes	\$ 172,096.49
RRWMB -- Hay Creek reimbursement	\$ 73,559.15
State of Minnesota -- Hay Creek reimbursement	\$ 389,295.57
RRWMB -- Project Team reimbursement	\$ 1,508.32
USDA -- Lee ring dike reimbursement	\$ 3,236.30
USDA -- Pontow ring dike reimbursement	\$ 3,665.51
<b>TOTAL</b>	<b>\$ 643,424.67</b>

<b>Bills -- Memo</b>	<b>Amount</b>
City of Roseau -- utilities	\$ 194.66
Verison -- cell phone charge	\$ 51.08
CenturyLink -- phone bill	\$ 122.82
Sjoberg's Cable TV -- cable internet	\$ 42.32
Marco -- copier maintenance	\$ 12.26
Roseau Times-Region -- notice	\$ 10.50
Minnesota Energy -- natural gas bill	\$ 94.93
RinkeNoonan -- legal fees	\$ 77.00
Patrick D. Moren -- legal fees	\$ 2,872.00
HDR Engineering -- Project Engineering	\$ 6,641.14
Floyd Haugen -- meetings, mileage and expenses	\$ 243.70
LeRoy Carriere -- meetings, mileage and expenses	\$ 69.27
Todd Miller -- meetings, mileage and expenses	\$ 543.49
LaVerne Voll -- meetings, mileage and expenses	\$ 309.96
Rob Sando -- expenses and mileage	\$ 328.05
Rob Sando -- salary	\$ 3,093.63
Tracy Halstengard -- wages	\$ 2,025.48
Multi Office Products -- supplies	\$ 40.29
PERA -- employee and employer share	\$ 873.82
LaValla Sand & Gravel -- Ring dike pay estimate #3	\$ 59,433.30
LaValla Sand & Gravel -- Ring dike pay estimate #4	\$ 11,827.83
Scott's True Value -- supplies	\$ 42.45
Quality Printing -- printing ring dike plans	\$ 194.51
Ruth Ann Johnson -- court reporter services, Johnson Litigation	\$ 246.95
Internal Revenue Service -- withholding tax	\$ 1,624.23
Postmaster -- Po Box fee	\$ 70.00
Postmaster -- stamps	\$ 220.00
Horner Plumbing & Excavation -- work on Palmville project	\$ 16,582.45
Greenview Landscaping – Hay Creek Norland Construction	\$ 9,109.19
Northern Technologies Inc – Hay Creek Norland Construction	\$ 1,002.00
Spruce Valley Corp – Hay Creek Norland Construction	\$ 303,018.55
D & E Sports Shop -- maintenance on Ranger	\$ 157.84
<b>TOTAL</b>	<b>\$ 108,045.96</b>

**BILLS:** A **motion** was made by Manager Voll to pay the normal monthly bills seconded by Manager Haugen. Motion carried unanimous.

**PROJECT TEAM & ENGINEERS REPORT:**

Hay Creek / Norland:

Chairman Miller discussed plowing the snow on the Mattson Island Road. Engineer Dalager discussed the pay estimates and issues with Wagner Constructions retainage. A **motion** was made by Manager Carriere and seconded by Manager Haugen to approve Pay Estimate #5 for Spruce Valley Corporation in the amount of \$468,423.00. Motion carried unanimously. A **motion** was made to approve the final pay estimate for Greenview Landscaping in the amount of \$9,709.19 by Manager Voll and seconded by Manager Carriere. Motion carried unanimously. A **motion** was made by Manager Carriere, seconded by Manager Haugen to approve payment in the amount of \$1,022.00 to Northern Technologies. Motion carried unanimously. A **motion** was made by Manager Haugen and seconded by Manager Carriere to pay the HDR Engineering bill in the amount of \$5,444.27. Motion carried unanimously. Chairman Miller asked about the gas pipeline work that was completed. No bill has been received as of yet.

Palmville:

Engineer Dalager updated the board on the funding request to the Red River Watershed Management Board. There was discussion on the grant for the project. Administrative assistant Halstensgard gave an update on outstanding reimbursement. Chairman Miller requested that Engineer Dalager present the data that has been collected in a usable format by the December 31<sup>st</sup> grant deadline. Engineer Dalager suggested withholding retainage until the spring on the Horner Plumbing & Excavation. A **motion** was made by Manager Haugen and seconded by Manager Voll to approve the payment to Horner Plumbing & Excavation in the amount of \$16,582.45. Motion carried unanimously. A **motion** was made by Manager Carriere and seconded by Manager Haugen to approve the payment to HDR Engineering in the amount of \$1,196.87. Motion carried unanimously.

Ring Dikes:

Manager Haugen complimented Mark LaValla on the work done on the ring dike. A **motion** was made by Manager Frislie and seconded by Manager Haugen to pay Pay Estimate #3 for LaValla Sand and Gravel in the amount of \$59,433.30. Motion carried unanimously. A **motion** was made by Manager Voll and seconded by Manager Haugen to pay retainage for LaValla Sand and Gravel in the amount of \$11,827.93. Motion carried unanimously. Chairman Miller asked about submitting bills to the RRWMB for engineering expenses over the allotted amount. Administrator Sando clarified the issue of funding for ring dikes. A **motion** was made by Manager Carriere and seconded by Manager Haugen to table the HDR Engineering bill for the Pontow / Kveen ring dike. Motion carried unanimously.

There was discussion on the extension request from Olson Construction TRF, Inc. After discussion on the wet conditions and the landowner requests that were not met, Manager Carriere made a **motion**, seconded by Manager Haugen to extend the construction deadline to July 1, 2011 for Olson Construction. Motion carried with Manager Voll opposed.

Beltrami: There was brief discussion on the proposed culvert sizing program.

West Interceptor: A meeting to discuss the maintenance fund will be scheduled with the City of Roseau.

**PERMITS:**

A **motion** was made by Manager Voll and seconded by Manager Carriere to approve permit #10-25 (Greg Braaten) with conditions. Motion carried unanimously.

**DELEGATIONS:** There were no delegates for this meeting.

**RRWMB:** Chairman Miller updated the board on the November board meeting. Mark Meister has been working on publicity for the Fargo / Moorhead diversion and a 2011 calendar. Ron Harnack handed out information on the new legislators. Mr. Harnack also requested 5 year project planning for funding to present to the state. Chairman Miller informed the board of upcoming meetings. As of July 1, 2010 the RRWMB will only be reimbursing Project Team expenses at a 50% cost share. Engineer Dalager gave an update on a proposed drainage study. Chairman Miller reviewed various other reports to the RRWMB.

**Administrator's Report:**

Administrator Sando presented the following items to the Board:

- ⊗ Hay Creek / Norland construction update
- ⊗ Installation of the culvert through the township road has been completed.
- ⊗ Final PRAP report
- ⊗ RRIW tour held November 15<sup>th</sup>
- ⊗ Water Retention Committee
- ⊗ Ranger maintenance
- ⊗ Meeting with landowners to discuss their desire to establish a two mile ditch.

**RRIW:** There was discussion on funding issues with the Board. Manager Voll suggested using Wynne Consulting to research grant possibilities for the RRWD Board as well as the American portion of the RRIW.

**BIG SWAMP PROJECT TEAM:** Manager Haugen stated there was no meeting.

**WARROAD RIVER PROJECT TEAM:** Chairman Miller stated there was no new development.

**LAKE BOTTOM PROJECT:** Engineer Dalager updated the board on the meeting with Randy Pracher, Roger Falk, Manager Miller and Administrator Sando. There was general discussion on the proposed project.

**OLD BUSINESS:**

Administrator Sando updated the board on the status of the bid from Roger Berg.

**NEW BUSINESS:**

Administrator Sando handed out information to the board on the Advisory Committee, including a memo, draft agenda and list of members. There was discussion on who to invite to the committee. Notices and information will be sent out this week.

Administrator Sando updated the board on the statuses of the Malung and Palmville grants.

Chairman Miller discussed scheduling a special board meeting to discuss the employee reviews and Johnson Litigation. The meeting was scheduled for Dec. 15<sup>th</sup> at 5:30 p.m.

Manager Haugen stated that the traps that were to be installed on Lat. 3 of WD 3 at County Rd 10, have not been installed yet. Administrator Sando will follow up with the County Highway Department.

The next regular meeting is scheduled for January 5, 2011. After reviewing the manager's vouchers, a **motion** by Manager Carriere and seconded by Manager Haugen, to approve the manager's vouchers. Motion carried unanimously.

The board discussed the letter from the COE Letter terminating the Section 206 study for the Hay Creek / Norland project.

Administrator Sando discussed the letter to the RRWD from the MN DNR addressing the "Landowners' Bill of Rights" for the DNR's land acquisition process. Chairman Miller asks that, if we were to sell to the DNR, what would happen to the taxes? Would it be entered into PILT or returned to tax rolls? A **motion** was made by Manager Voll and seconded by Manager Carriere to sign the "Landowners' Bill of Rights" and continue obtaining information on DNR land sales. Motion carried unanimously.

A **motion** to adjourn the meeting was made by Manager Carriere, seconded by Manager Haugen. Motion carried unanimously. Meeting adjourned at 11:13 p.m.

Respectfully submitted,

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LeRoy Carriere, Secretary

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Tracy Halstensgard, Administrative Assistant